

Berlin Township School District  
225 Grove Avenue  
West Berlin, NJ 08091  
856 767-9480, ext. 1111 – Jodi Aspinall

**Interdistrict Public School Choice Application for  
Enrollment in a Choice District  
2023-2024 School Year**

**For Office Use Only**

On time application \_\_\_\_ Late application \_\_\_\_  
Tier 1 \_\_\_\_ Tier 2 \_\_\_\_  
Grade applied for in 2023-24: \_\_\_\_  
*Enrollment Preferences granted (check those that apply):*  
\_\_\_\_ Sibling(s) in Choice District (Sibling grade in 2022-2023: \_\_\_\_)  
\_\_\_\_ Applicant from a choice district that terminates before grade 12  
\_\_\_\_ Resident student who moved  
Lottery # (if applicable): \_\_\_\_

**To be completed by the parent or legal guardian:**

**Student Information**

Name of student applicant:

Student address:

City: County: Zip:

Home phone number: Parent's work phone:

Parent's email:

**Current School Information (2022-23)**

Student's grade level for the 2022-2023 school year:

Student's district of residence:

School currently attending:

- Is this the student's resident public school (includes charter schools)? Yes No
- If yes, answer the following questions:
  - Has the student been enrolled since the start of the 2022-2023 school year? Yes No
  - If the student moved during the school year and *attended the resident public school of his/her old district of residence*, provide:
    - » Name of previous district of residence:
    - » Name of previous school attended:
    - » Date moved from previous school:
    - » Date enrolled in current school:

**Application Information**

Grade level to which the student is applying for admission for the 2023-2024 school year:

Has the student been referred or is in the process of being referred for special education services? Yes No

**If yes, attach any documentation, i.e. IEP (Special Education Plan) or 504 Plan (Accommodation Plan)**

*NOTE: If, prior to the start of the enrollment year, the student receives an IEP that the choice district cannot implement, acceptance into the program could be revoked.*

Does the student have a sibling enrolled in this choice district? Yes No

Sibling's name: Sibling's grade in 2022-23:

Is the applicant a former resident student who moved *before* the application deadline? Yes No

Is the applicant a former resident student who moved *after* the application deadline? Yes No

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**Student Enrollment Policies**

**Tier 1 students** are students who are enrolled in a NJ public school in their resident school district during the time of application and for the entire year immediately preceding enrollment in a choice district. If a student moved during the school year and attended the resident public school of his/her old district of residence, he/she is also considered Tier 1. Choice districts must first fill their available seats with Tier 1 students. If the number of Tier 1 applications exceeds the number of choice seats available, the choice district must hold a lottery to randomly select students. Charter school students are considered to be Tier 1. To qualify as Tier 1 for kindergarten, a student must be attending a state-funded preschool in his or her resident district or a student resides in a district that does not offer a state-funded preschool program or a student has a sibling currently attending the choice district. Most students applying for kindergarten are in Tier 1.

**Tier 2 students** include NJ residents who have *not* attended their resident public school for the entire year immediately prior to enrollment in the desired choice district and do *not* otherwise meet the requirements for Tier 1. This would include students who have been attending public school outside their districts of residence or private school.

Choice districts are not obligated to accept Tier 2 students. If a choice district accepts Tier 2 applicants, they may do so *only after all the qualified Tier 1 applicants have been accepted*. If the number of Tier 2 applications exceeds the number of choice seats available, the choice district must hold a Tier 2 lottery to select students.

**Enrollment preference** may be given to students in the following circumstances: 1) applicants with siblings enrolled in the choice district; 2) applicants who will have completed the terminal grade of a sending choice district (i.e., students who attend a choice district with grades that terminate before 12th grade and with a natural progression to the choice district); and 3) resident students of the choice district who move during the school year but *before the application deadline* and want to remain in the choice district the following year. Your student’s enrollment preference status will be determined from the information you provide in this application.

**Berlin Township School District** has adopted the following policies regarding student enrollment:

District Choice Policies	Does Policy Apply?
a. The district accepts Tier 2 students.	Y
b. The district gives enrollment preference to students who have a sibling currently attending the choice district, provided they will enroll in a choice-approved grade/program, they meet any program-specific criteria, and the district has seats available in the desired grades.	Y
c. The district gives enrollment preference to choice students who have completed the terminal grade of the sending district (i.e., students who attend a choice district with grades that terminate before 12th grade and with a natural progression to this choice district), provided they will enroll in a choice-approved grade/program, they meet any program-specific criteria and the district has seats available in the desired grades.	Not Applicable
d. The district gives enrollment preference to resident students who move <i>before the application deadline</i> . If resident students move and file choice applications for the following year prior to the deadline, the district will give them enrollment preference (i.e., accept them ahead of other applicants, but after the enrollment preference students described in b. and c. above), provided there are choice seats available in the choice-approved grades/ programs and the students meet any program-specific criteria. <i>If the district has already reached its approved choice enrollment maximum, this preference will not apply.</i>	Y

e. The district gives special consideration to resident students who move *after* the application deadline. Students in this situation may apply as late applicants and be added to the *front of the district's waitlist*, provided the students will enroll in a choice-approved grade/program and they meet any program-specific criteria. No additional choice seats above the approved maximum will be approved by the NJDOE to accommodate these students.

Y

**If any information on this application is proven to be falsified, the student's admission to the Choice Program could be revoked.**

*By my signature I certify that I am applying for my student's admission to the Choice district for academic reasons only and not for athletic or extracurricular reasons and that all of the information I have provided is accurate. If my student has a current IEP or 504 Plan, I hereby give permission to the Child Study Team of this choice district to release and/or obtain information on behalf of my student.*

*I understand that transportation of choice students is not guaranteed. If my student is eligible for transportation (within 20 miles from home to school) and the cost will exceed the maximum amount designated in the annual NJ State budget, the parent/guardian will be given aid in lieu of transportation and, in some cases, the option of receiving the transportation and paying the additional amount over the maximum. I will be notified by August 1 of my transportation options.*

**Signature of parent or guardian:**

**Printed name of parent or guardian:**

**Date:**

**Application is due to the Choice District by November 30, 2022**

*\*Applications received after the deadline will be considered for enrollment only after those who applied before the deadline.*