

**WRITTEN NOTIFICATION OF ENROLLMENT DECISION  
(Denial of Enrollment Request)**

To be completed by the receiving school when an enrollment request is denied.

Date: \_\_\_\_\_ School: \_\_\_\_\_

Person completing form: \_\_\_\_\_ Title: \_\_\_\_\_

In compliance with Section 722(g)(3)(E) of the McKinney-Vento Homeless Education Assistance Act of 2001, this written notification is provided to the following:

Student: \_\_\_\_\_

Placement requested: \_\_\_\_\_

After reviewing your request to enroll the student as listed above, the enrollment request is denied. This determination was made to serve the best interest of the student and is based upon the following factors:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Additional options considered (*if applicable*): \_\_\_\_\_

These additional placement options were rejected for the following reasons:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

You have the right to appeal this decision by completing form JFABD-E(3) or by contacting the school district's local homeless education coordinator.

Liaison's name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone number: \_\_\_\_\_

In addition:

- The student listed above has the right to immediately enroll in the school of choice pending resolution of the dispute.
- You may provide written or verbal documentation to support your position. You may use form JFABD-E(3) attached to this notification.
- You may complete the appropriate form or contact the state coordinator for homeless education to request a state-level review of the district's final decision regarding an enrollment dispute.

The coordinator will review all information and written documents submitted concerning the particular dispute and may request additional information from the parties in making his or her determination. The decision of the state coordinator is binding and will be effective immediately.

Contact information for the state coordinator:

*Optional: Name*  
**South Carolina Department of Education**  
**503-B Rutledge Building**  
**1429 Senate Street**  
**Columbia, South Carolina 29201**  
**Phone: 803-734-6010**

- You may seek the assistance of advocates or attorneys.

A copy of our state's enrollment dispute resolution process for students experiencing homelessness is attached.