



District of Origin Sign-Off for Student Applying for Open Enrollment to Great Oaks

By completing and signing this form, your school district acknowledges that the above student is applying to attend a Great Oaks program as an out of district applicant. You understand that the student, if accepted for enrollment at Great Oaks, will remain enrolled at your school district and that credits they earn at Great Oaks will be recommended for the student's requirements to graduate through your school district. Students are required to provide their own transportation and stay on track toward graduation. Students unable to fulfill academic, attendance, and discipline requirements may be withdrawn from Great Oaks back to their district building. We will contact you once their acceptance status is determined.

Student Full Name: _____

School and District Currently Enrolled: _____

Counselor/District Administrator: _____ Title: _____

Phone #: _____ Email: _____

Guidance Secretary: _____

Phone #: _____ Email: _____

Is this student currently receiving any of the following services? If so, please attach the corresponding documents (IEP, 504 Plan, EL services).

IEP 504 EL This student is not receiving any services.

Coordinator or Intervention Specialist name/email/phone _____

We must receive the following attached information along with this form in order to consider your student's application:

- Final high school transcripts through the end of the current school year
- End of Course scores
- Discipline records
- Copy of your district graduation requirements, including any community service requirements
- Any services documents (IEP, 504, EL)

I verify that (student) _____ is on track to graduate as of (date) _____ and

(school) _____ will accept all credits recommended by Great Oaks Career Campuses and award the high school

diploma. Counselor/District Administrator Name and Title: _____

Date: _____

Counselor/District Administrator Signature: _____

Please send completed form and documentation to preferred campus:

Diamond Oaks Career Campus
6375 Harrison Avenue
Cincinnati, OH 45247
ATTN: Laura Domet
DometL@greatoaks.com

Laurel Oaks Career Campus
300 Oak Drive
Wilmington, OH 45177
ATTN: Bill Davis
DavisW@greatoaks.com

Live Oaks Career Campus
5956 Buckwheat Road Milford,
OH 45150
ATTN: Jen Frith
FrithJ@greatoaks.com

Scarlet Oaks Career Campus
300 Scarlet Oaks Drive
Cincinnati, OH 45241
ATTN: Anne Toohey
Toohey.Anne@greatoaks.com