



Great Oaks Career Campuses

High School Acceptance Procedures 2025-26

Great Oaks Career Campuses

**110 Great Oaks Drive
Cincinnati, OH 45241
513.771.8840**

Diamond Oaks Career Campus

**6375 Harrison Ave.
Cincinnati, Ohio 45247
Phone: 513.574.1300**

Live Oaks Career Campus

**5956 Buckwheat Road
Milford, Ohio 45150
Phone: 513.575.1900**

Laurel Oaks Career Campus

**300 Oak Drive
Wilmington, Ohio 45177
Phone: 800.752.5480**

Scarlet Oaks Career Campus

**300 Scarlet Oaks Drive
Cincinnati, Ohio 45241
Phone: 513.771.8810**

Great Oaks Career Campuses High School Program Acceptance Procedures 2023-24 School Year

I. Application Process

Here are resources that assist with the application process:

- Frequently asked questions for future students:
 - <https://hs.greatoaks.com/future-students/faqs-for-future-students>
- Applying for Great Oaks Career Campuses programs:
 - <https://apply.greatoaks.com/>
- Program Essential Skills– listing of academic skills and functional abilities needed to be successful in the program:
 - <https://hs.greatoaks.com/future-students/essential-skills-for-high-school-programs>
- Program descriptions, activities and outcomes:
 - <https://hs.greatoaks.com/career-programs>
- Project SEARCH information:
 - <https://hs.greatoaks.com/future-students/project-search-transition>
- Individual counseling and program visitations – call or email the campus Career Specialist

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Laurel Oaks, Bill Davis	davisw@greatoaks.com	937.382.1411
Live Oaks, Jen Frith	frithj@greatoaks.com	513.575.1900
Scarlet Oaks, Abby Flaherty	tooheya@greatoaks.com	513.612.5794

II. Acceptance Process

The following process is used to enroll students who apply for admission to Great Oaks Career Campuses high school programs.

Affiliated school students are those who meet one of the following criteria:

- Enrolled in and resident of a Great Oaks affiliated school district;
- Enrolled in a community school that is located in a Great Oaks affiliated school district's territory;
- Home-schooled resident of a Great Oaks affiliated school district;
- Resident of an affiliated district attending a community school (including e-school) or non-public chartered school;
- Non-resident who is open enrolled into an affiliated school district.

Non-affiliated school students who apply for open enrollment through Great Oaks: Open Enrolled Students include out of district students, those who don't meet the criteria for affiliated school students. Students may apply for open enrollment under certain conditions as specified in Board Policy and procedures. Open enrolled student applications will not be considered until June 1 each year.

Credit Ready Applications: Applications are Credit Ready if they are on track to graduate with the present sophomore class according to their affiliate school district requirements.

Applications are Credit Ready if they meet the following minimum core academic credits by the end of their sophomore year:

- 2 English credits
- 2 Math credits
- 1 Science credit (or 2 based on affiliate schools' requirement)
- 1 Social Studies credit (or 2 based on affiliate schools' requirement)
- Total of 8 credits

Applications for initial program placement are due February 4, 2025. Letters informing students of their application status will be sent the first week of March 2025.

Incomplete Credit Applications: Applications are incomplete if they do not meet the Credit Ready requirements above. Incomplete Credit applications must submit a **Great Oaks Career Campuses Credit Recovery Plan** to be considered for acceptance. The plan must include how the student will make up the credit deficiencies. The plan will be submitted to the Great Oaks Career Campus administrator for approval. Incomplete Credit applications with an approved plan will be considered for acceptance after March 31, 2025. Great Oaks Career Campuses staff will monitor the plan and may deny acceptance for failure to complete the plan and/or require modifications to the plan.

If more applications are received for a program than space is available (oversubscribed) at their preferred campus, students will be selected through a lottery process. Students will have the option to select their second choice if not oversubscribed. A student will also have the opportunity to select the same program at another campus or a different program at any of the Great Oaks Campuses that are not oversubscribed. Finally, a student may remain on a wait list based on their lottery number in the event a space becomes available.

Application after initial program placement

Students who meet the credit requirements after the initial application deadline of February 4th, 2025 may continue to apply for programs at the Great Oaks Career Campuses. They will be accepted in the order they are received based on space availability.

After acceptance, for students who have a Section 504 plan or Individualized Education Program (IEP), a team meeting will be held to determine what related aids and services or auxiliary aids the student may need to participate in the selected program, and what architectural or equipment barriers to the student's participation may exist. **The Great Oaks Career Campuses will not deny participation to a student because of architectural or equipment barriers.**

Accepted students who do not complete the school year on track to graduate (those who fail a class or do not receive planned credit) may be withdrawn from Great Oaks or be required to submit a credit recovery plan for approval from Great Oaks Career Campus administrator to maintain accepted status.

III. Policy Statement

Section 504 is a federal law, which prohibits discrimination against persons with disabilities. The law provides:

No otherwise qualified individual with a disability. . . shall, solely by reason of her or his disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. . . .

29 U.S.C. § 794, 34 C.F.R. Appendix B to Part 100

One of the principal purposes of Section 504 is to ensure that students with disabilities are not denied access to educational facilities, programs, and opportunities on the basis of their disability.

Great Oaks Career Campuses expects its employees to be knowledgeable about its Section 504 procedures. If you have Section 504 questions concerning either current or prospective students, please contact the Director of Student Services. If you are a student with a disability and need a modification to any of these procedures because of your disability, please contact our Director of Student Services.

Dr. Donna J. Eakins
Director of Student Services
110 Great Oaks Drive
Cincinnati, Ohio 45241
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