

WADSWORTH CITY SCHOOLS

CONTIGUOUS DISTRICTS

INTER-DISTRICT OPEN ENROLLMENT APPLICATION

NOTE: This form is for non-residents from contiguous districts to apply for enrollment to Wadsworth City Schools. Please return it to the Office of the Superintendent, Charles R. Parsons Administration Building, 524 Broad St., Wadsworth, Ohio 44281, Monday through Friday, 7 a.m-4 p.m., May 1 through June 2, 2025.

Name of Student: _____ Date of Birth: _____

Custodial Parent/Guardian's Name: _____

Address: _____ City & Zip: _____

Home Phone: _____ Work Phone: _____

School District of Residence: _____

School Building Presently Attended: _____

Grade Level of Student for Upcoming School Year: _____

Is the student enrolled in any special education program? _____ If yes, a copy of the current IEP must accompany this application.

Name of School Building Requested: _____

Has the student been expelled and/or suspended for ten (10) consecutive days in this, or the immediately preceding, school semester? _____

If for specific high school courses, list desired classes:

APPLICATION MUST BE RECEIVED NO SOONER THAN MAY 1 NOR LATER THAN JUNE 2

Requests will be acted upon not later than **July 1**. Parents must indicate acceptance of transfer on or before **July 15**. *If you are moving from our district to a contiguous district, or the reverse, please list both your current and future addresses, plus your expected moving date. Use the back of this form if necessary.*

My signature certifies that I have read and understand district policy and guidelines 5113 regarding inter-district open enrollment. Moreover, I give my permission to have my child's records released to the Wadsworth City School District.

Signature Parent/Guardian Date

(For Office Use Only)

Received by: _____ Date: _____ Time: _____ # _____

Approved: _____ Rejected: _____ Reason(s): _____

Signature of Official Date

Book	Policy Manual
Section	5000 Students
Title	INTER-DISTRICT OPEN ENROLLMENT
Code	po5113
Status	Active
Adopted	November 19, 2007
Last Revised	June 12, 2017

5113 - **INTER-DISTRICT OPEN ENROLLMENT**

The Wadsworth City Board of Education shall permit any student from a contiguous school district to apply for enrollment in the Wadsworth City School District free of any tuition obligation. Interdistrict transfer applications may be approved provided that all requirements as outlined in the administrative guidelines are met.

- A. the applicant must follow the procedures for admission to the Wadsworth City School District.
- B. The District capacity limits by grade level, school building, and program as determined by Wadsworth City Board of Education will be a deciding factor in admitting an interdistrict transfer student.
- C. Resident students of the Wadsworth City School District receive preference over students from contiguous districts applying for enrollment.
- D. Resident students of the Wadsworth City School District who attended school in a contiguous school district under an interdistrict transfer and are forced to return or choose to return to the Wadsworth City School District receive preference over students from continuous districts applying for enrollment.
- E. Students previously enrolled from contiguous districts as a result of this policy receive preference over first-time applicants from contiguous districts.
- F. Students enrolled as a result of this policy are approved for one (1) school year only and must reapply annually and are subject to all provisions of this policy.
- G. All regulations, rules, and procedures of the Ohio High School Athletic Association, especially those pertaining to recruitment and eligibility, must be followed.
- H. There are no academic, athletic, artistic, or extracurricular skills required.
- I. There are no limitations on admitting handicapped students, unless services required in an IEP are not available in the District.
- J. Students enrolled in, or who could be enrolled in, consortium programs in nonresident districts, such as special education programs, are not subject to this policy.
- K. There shall be no rejection of any applying student because the student has been subject to disciplinary proceedings, except an applicant who has been suspended or expelled by the contiguous district for ten (10) consecutive days or more in the term for which admission is sought or in the term immediately preceding the term for which admission is sought.
- L. Procedures to ensure maintenance of an appropriate racial balance in the Wadsworth City School District will be followed.
- M. If a parent of a resident student moves to a contiguous district during the school year, the student enrolled in the first district may apply for open enrollment status with local district timeliness waived.

N. The Wadsworth City School District Board of Education reserves the right to revoke the admission of any and all students from contiguous school districts enrolled under this policy until the Friday of the first full week in September.

O. The Wadsworth City Board of Education reserves the right to revoke the admission of any student from contiguous districts who violate any provisions of this policy.

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Legal

R.C. 3313.98

Book	Administrative Guideline Manual
Section	5000 Students
Title	ADMISSION OF STUDENTS PARTICIPATING UNDER INTER-DISTRICT OPEN-ENROLLMENT
Code	ag5113
Status	Active
Adopted	November 19, 2007
Last Revised	September 9, 2019

5113 - **ADMISSION OF STUDENTS PARTICIPATING UNDER INTER-DISTRICT OPEN-ENROLLMENT**

The Board of Education believes that students should, under certain prescribed circumstances, benefit from an interdistrict open enrollment policy. Guidelines for transfer of students based upon criteria established by the school's administration and in conjunction with recommendations from officials of the Ohio Department of Education are listed below. These guidelines are intended to be consistent with Section 3313.98 of the Ohio Revised Code.

Public Information

- A. Annually, the District will inform residents about open enrollment options, including deadlines, available to students.
- B. Information about the District's educational programs and application procedures will be available upon request.
- C. Each adjacent superintendent and board of education will be informed of the application procedures and available programs for students.

Application Procedures

Deadlines

March 1	Notification of open enrollment option to District parents. Interested parents may request information/application materials from the Superintendent's office.
May 1	The first date open enrollment applications will be accepted at the Superintendent's office during normal working hours.
June 1	Open enrollment applications are due in the Superintendent's office.
July 1	Parents/guardians informed of acceptance or rejection; acceptance limited to one (1) school year. Home district notified of the grade level and number of students accepted.
July 15	Parents must notify the District of their acceptance or rejection of open enrollment. Failure to respond will forfeit their application that year.

September (Friday, first full week)

Last day to inform parents/guardians that their application is being revoked because student stations are no longer available due to increased enrollment of students who reside within the District.

General Guidelines

- A. Inter-district enrollment of students will be permitted if the enrollment of the grade level, building, or specific course/program being requested does not exceed the maximum numbers as specified below:
1. Grades K – 4 Twenty (20) students per class average
 2. Grades 5 – 6 Twenty-three (23) students per class average
 3. Grades 7 – 12 Enrollment will be established on a course-by-course and program-by-program basis. Generally, class size should not exceed twenty-seven (27).
 4. Special Education Eighty percent (80%) of State-mandated class size.
Building capacity limits shall be determined by the number of available classrooms in each building and the type of classes assigned to these rooms.
- B. The following criteria will be used prioritizing applications:
1. Native students of the District receive preference over students from contiguous districts applying for enrollment.
 2. Native students of the District who attended school in a contiguous school district under an inter-district transfer and are forced to return or choose to return to the District receive preference over students from contiguous districts applying for enrollment.
 3. Students previously enrolled from contiguous districts as a result of this policy and students who previously attended on a tuition basis will receive preference over first-time applicants from contiguous districts.
 4. Students enrolled as a result of this policy are approved for one (1) school year only and must reapply annually and are subject to all provisions of this policy.
- C. No student, once accepted, will be displaced should enrollment exceed the limits stated above. The administration will determine building assignment without guarantee that the building assignment (elementary) will prevail in subsequent years.
- D. Enrollment in a special program, e.g., gifted, learning disabled, mentally handicapped, will dictate which building a student must attend. Units are placed in buildings according to space availability.
- E. School districts are not required to institute any special programs to serve transfer students. If a student is evaluated for special education program, representatives of the district must be invited to participate in the placement meeting.
- F. Applicants may be rejected if the racial balance of either the sending or the receiving school district would be negatively impacted.
- G. The District may deny enrollment to students who have been expelled or suspended for ten (10) or more consecutive days in the current semester or the immediately preceding semester.
- H. All approved transfers are in effect for the current school year only, and may be discontinued at the discretion of the administration in subsequent years.
- I. The Board reserves the right to revoke the admission of any student from contiguous districts who violate any provisions of this policy.
- J. Superintendents may, by mutual agreement, waive the stated enrollment deadline up to the first full week of October, should extenuating circumstances exist.

Transportation

The District requires interdistrict, open enrollment parents to provide transportation for their children to and from school. However, the District will provide transportation for open enrollment students in accordance with State law upon request. Students receiving transportation services will be assigned to a bus stop within the District. Parents must provide adequate supervision of students at bus stops that may very well be miles from the student's home.

Athletic Eligibility

The Wadsworth City School District follows all Ohio High School Athletic Association (OHSAA) bylaws.

Revised 5/11/15

Revised 9/10/18

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