



Enrollment Frequently Asked Questions

Enrollment & Residency

Do you accept tuition students? No. Olentangy Schools does not allow open enrollment from other districts. The custodial parent must reside within Olentangy Schools boundaries.

I'm interested in homeschooling. What is the procedure? Please contact Amy Galloway at amy_galloway@olsd.us or 740-657-4024.

My student was previously enrolled and needs to re-enroll. What should I do? Complete the enrollment form in full. Instructions and forms are available on the Olentangy Schools website.

Can I enroll my child before my lease starts? No. Your child may only enroll once your lease begins, and you are physically living within district boundaries.

Is an enrollment appointment required? No. Visit www.olentangy.k12.oh.us, click "Enroll," and follow the steps. Applications are processed in the order received.

I don't have computer access. How can I enroll? Visit the New Student Welcome Center at 7840 Graphics Way, Lewis Center, OH 43035. Computers are available; the process may take up to an hour.

I live with a friend/relative and don't have proof of residency. What should I do? Contact the New Student Welcome Center at nswc@olsd.us or 740-657-4030.

A student is attending Olentangy but doesn't live in the district. How do I report this? Call the New Student Welcome Center at 740-657-4030. Calls can remain anonymous.

My family is currently living on the street or in a shelter and we are seeking support. Who can I contact? Please reach out to Allisha Berendts at allisha_berendts@olsd.us or 740-657-5067.

How do I know if my child needs a TB test? Visit the Olentangy Schools TB Test Requirements webpage.



Custody & Legal Documentation

Can I enroll a child who isn't mine if I have a notarized custody letter? No. Only court-issued custody orders are accepted.

A student is coming to live with me, but their custodial parents live elsewhere. Can I enroll them? No. You must obtain legal custody or guardianship through the courts.

I'm the biological father but never married the child's mother. Can I enroll my child? In Ohio, the mother is the sole custodial parent unless the father obtains a court order for custody. [O.R.C. 3109.04.3]

My custody order isn't signed by a judge. Is it valid? No. It must be signed by a judge or magistrate.

We have shared parenting across districts. Can we choose the school? No. The child must attend school in the district of the "residential parent for school placement" as stated in your legal agreement.

I have a motion for custody. Can I enroll my child? Yes, if the motion is court-filed, stamped, and includes a hearing date within 60 days. Enrollment is temporary (up to 60 days).

I'm the custodial parent and don't want the other parent to access school records. Is that allowed? No, unless you have a protection or restraining order. The school must have a copy to restrict access.