



POLICY: Military Family Enrollment Policy

Approved by Governing Council on: June 5, 2024

Policy Overview

This policy outlines Siembra Leadership High School's procedures for enrolling military families who are relocating to a military installation in New Mexico pursuant to an official military order. It provides guidelines for preregistration, enrollment timelines, and acceptable addresses for enrollment purposes.

Scope and Applicability

This policy applies to all military families relocating to New Mexico pursuant to an official military order and seeking enrollment for their children at Siembra Leadership High School. It covers the enrollment process, timelines, and acceptable addresses for enrollment purposes.

Policy Statement

Siembra Leadership High School recognizes the unique circumstances of military families and is committed to facilitating the enrollment process for their children. Military families relocating to a military installation in New Mexico pursuant to an official military order may enroll their children at Siembra prior to their actual physical presence in the school's district.

Policy Procedures

1. Preregistration:

- A parent may submit the student's name for Siembra's lottery.
- Siembra Leadership High School accepts electronic applications for enrollment.
- Siembra Leadership High School provides applicants with materials regarding academic courses, electives, sports, and other relevant information about the school.
- Siembra Leadership High School preregisters the student in anticipation of their enrollment.

2. Enrollment Timelines:





- Upon arrival in New Mexico, the student's parent/guardian has 45 days to enroll at Siembra Leadership High School.
- Official military documentation verifying the published arrival date must be provided for enrollment.

3. Acceptable Addresses for Enrollment:

- Military families may use any of the following addresses related to the family's military move:
 - Temporary on-base billeting facility
 - Off-base military housing
 - Purchased or leased residence

