School of Choice and Interdistrict Transfer

Frequently Asked Questions (FAQs)

References: California Education Code 35160.5; Board Policy 5116.1; MCSD School of Choice Guidelines

School of Choice/Intradistrict Transfers

- ***Is the term school of choice and intradistrict transfer interchangeable?***
    - Yes. The terms school of choice and intradistrict transfer both indicate transfer requests for schools within the district of residency.
- ***How and when do you apply for a school of choice/intradistrict transfer?***
    - Applications are available online at www.mercedcsd.org. Applications must be complete; incomplete applications will not be processed. The application window for the school of choice/intradistrict transfers opens the second week of January and closes the first Friday of May. Parents must submit applications between these dates.
- ***Is the application timestamped and the submission time and date a factor in determining who is granted a school of choice/intradistrict transfer?***
    - The date an application is noted, but when and at what time applications are received is not a determining factor in granting the school of choice/institutional transfers.
- ***If submission of the application on a specific date and time does not determine who is granted a school of choice/intradistrict transfer, then what does?***
    - School of choice/intradistrict transfers are determined by a **random/lottery system** for available spots per grade level. Available spots at each school are determined during the third week of the school year to allow for accurate enrollment numbers.

- ***Does submitting a school of choice/intradistrict transfer application and being denied in consecutive years improve the chances of approval in subsequent years?***

    - No. The process must be random/lottery each year, irrespective of the amount of applications submitted in the previous year.

- ***When should I expect to receive notice of a school of choice/intradistrict transfer approval or denial? Do I send my child to his or her school of residency in the meantime?***

    - Notice of approval or denials of the school of choice/intradistrict transfers takes place between the third week of the school year and October 1st by phone. Parents should assume that no school of choice/intradistrict transfers will be approved after the October 1st date.

      Students must attend their school of residency while awaiting notification.

- ***Why are parents notified so late into the school year? Should I send my child to the requested school's orientations or round ups in the meantime?***

    - Parents are not notified of the school of choice/interdistrict transfer requests until the third week of school due to:

        - The fluidity of beginning-of-the-year enrollment
        - Availability of accurate enrollment information

    - Students must attend their school of residency's orientation or round ups.

- ***Are school of choice/intradistrict transfer applications submitted per student or per family? Will siblings be considered if one of the student's in a family is granted a school of choice/intradistrict transfer?***

    - An application must be submitted for each student.

      The Pupil Services Department will consider approving the school of choice/intradistrict transfer applications of other household/family members, but cannot guarantee approval. Considerations include the availability of spots by grade level at the school and number of requests for available spots.

- ***I would like my child considered for the Dual Language Immersion (DLI) program or the Montessori program. Do I submit a school of choice/intradistrict transfer application?***

    - Yes. Parents that are interested in the DLI or the Montessori program must submit a school of choice/intradistrict transfer application.

      NOTE: Notification of school of choice/intradistrict transfer applications for these programs will take place in May.

- ***My child receives Special Education services. Does the school of choice/intradistrict transfer take this into account?***

    - School of choice/intradistrict transfer applications for students receiving services through an Individualized Education Plan (IEP) will be reviewed and a decision made by the Special Education Department.

- ***I am a MCSD employee. Do I have to submit a school of choice/intradistrict transfer application?***

    - Yes. *Please note the following per Education Code and Board Policy:*

        - A school of choice/intradistrict transfer application for the employee's child to attend his or her primary place of employment/school site receives **priority** and is granted if there is available space by grade level.

        - A school of choice/intradistrict transfer application for the employee's child to attend a school site that is not his or her primary place of employment/school site does not receive priority and is subject to the standard school of choice/intradistrict transfer process.

- ***Will school of choice/intradistrict transfer applications be taken after the first Friday of May?***

    - No.

- ***Is transportation provided for students granted a school of choice/intradistrict transfer?***

    - No, the parent/guardian is responsible for transporting the student to and from school.

- ***Is there an appeal process for school of choice/intradistrict transfers that are not granted?***
    - No.