

WADSWORTH CITY SCHOOLS

INTER-DISTRICT OPEN ENROLLMENT APPLICATION

NOTE: This form is for non-residents to apply for enrollment to Wadsworth City Schools. Please return it to the Office of the Superintendent, 625 Broad St., Wadsworth, Ohio 44281, Monday through Friday, 7 a.m. - 4 p.m., May 1 through June 1, 2026. Completed applications may also be emailed to Ms. Linda McCann at lmccann@wadsworthschools.org.

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 1.

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 another 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	April 14, 2025

5113 - **INTER-DISTRICT OPEN ENROLLMENT**

The Board of Education permits the enrollment of students from all other districts in the District's schools or programs in accordance with State laws and regulations concerning Inter-District Open Enrollment, the provisions of this policy, and the administrative guidelines established to implement this policy. This shall include open enrollment of a student who is not a native student of the District if the student's parent is an active duty member of the armed forces of the United States who is stationed in Ohio and who provides the District with a copy of the parent's official written order verifying the parent's status as an active duty member of the armed forces.

The following definitions shall apply:

Active Duty Member

A member of the armed forces of the United States who is on full-time duty.

Adjacent District

A school district having territory that abuts the territory of this District.

Adjacent-District Student

A student entitled pursuant to R.C. 3313.64 or 3313.65 to attend school in an adjacent district.

Armed Forces

Armed forces means the United States army, navy, air force, space force, marine corps, and coast guard.

Home School District

The school district from which a student who is open enrolling in this District emanates.

Native Student

A student entitled pursuant to R.C. 3313.64 or 3313.65 to attend school in this District.

Other-District

A school district located in Ohio that has territory outside of the territory of this District.

Other-District Student

A student entitled pursuant to R.C. 3313.64 or 3313.65 to attend school in another district.

Tuition Student

A student who attends school in this District based on the payment of tuition in accordance with R.C. 3317.08.

Program

Any one of the specific course offerings of this District.

Program Size

The restrictions on the number of students in a program due to circumstances unique to that specific program, the terms of a collectively-bargained, negotiated agreement, and/or financial or operating conditions of the District.

Racial Balance

"Racial" refers to minorities classified as African-American, Asian-American, Hispanic-American, or Native-American students. "Balance" refers to the percentage of "racial" students in a District program, classroom, or school.

Racially Isolated Building

A racially isolated building refers to a School District building in which the racial composition of the students varies significantly from the overall composition of the School District.

Maintaining Appropriate Racial Balance

Given our diverse society and the importance of preparing students for education, work, and citizenship, the Board is committed to providing students with equal educational opportunities, promoting educational diversity in the District, and providing students with the educational benefits of a diverse student body. To that end, the Board will give individual consideration to each applicant seeking enrollment under this policy, so that all factors that may contribute to student body diversity are meaningfully considered in admissions decisions. It is the intent of the Board to maintain an appropriate racial balance as required by law.

Should a concern arise regarding racial balance in one or more of the District's schools, the Superintendent shall consult with legal counsel to determine the appropriate steps that should be taken, including, but not limited to, any necessary policy revisions and other actions necessary to comply with State and Federal law. The Superintendent shall then make the appropriate recommendations to the Board.

Enrollment of a Student of a Military Family

Enrollment of a military child shall comply with the same procedures required by law for other open enrollments. No tuition may be charged for military children who enroll under the exception.

Additionally, a student enrolled under the District's open enrollment policy exception for military children may continue to attend school in the District and receive transportation services for the remainder of the school year if the student's parent is discharged or released from active duty. After the conclusion of that school year, the student is not eligible to attend school in the District under the exception, as long as the student does not have a parent on active duty.

The Superintendent shall prepare administrative guidelines for the implementation of this policy in ways that comply with relevant State laws and guidelines and provide for the following:

- A. Application procedures, including deadlines for application and for notification of students and the Superintendent of the applicable district whenever the District approves an application submitted by a student whose parent is an active duty member of the U.S. armed forces stationed in Ohio and/or an application submitted by another district student.

and

- B. Procedures for admitting open enrollment applicants free of any tuition obligation to the District's schools/programs including, but not limited to:
 1. The establishment of District capacity limits by grade level, school building, and education program;
 2. A requirement that all native students wishing to be enrolled in the District will be enrolled and that any other students previously enrolled in the District will receive preference over first-time applicants; and
 3. Procedures to ensure that the District maintains an appropriate racial balance in its schools. Specifically, the Board reserves the right to object to the Open Enrollment of a District student to another district in order to

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

© Neola 2013