



Greenville City Schools Open Enrollment Application

Use this application when applying from OUTSIDE of Greenville City School District.

Please Read: Fill out the application completely. Inaccurate or false information may lead to denial of your application. A NEW application must be completed **EVERY YEAR**.

This application is to be completed by a parent or legal guardian (or student if 18 or older). The application must be physically received at the Greenville City Schools Board of Education Office at 215 W. Fourth St., Greenville, Ohio 45331 **no earlier than March 1 and no later than May 31 (Monday-Friday)**. Applications will be acted upon by June 15 with parents of the students being notified of acceptance and placement (or disapproval) by June 30.

Open enrollment acceptance is granted based on grade level and program space availability; see GCS Board of Education Policy and Guidelines.

School Year Applying For: _____ - _____

Complete Student Information (Please print)

Student First Name: _____	Middle: _____	Student Last Name: _____
Student Address: _____	☐ Male ☐ Female	
City, State Zip: _____	Date of Birth: _____ / _____ / _____	Month day year
Phone: _____		
Parents/Guardian: _____	Birth Place City: _____	
Ethnicity:	☐ Caucasian(CA) ☐ Black(BL) ☐ Multi-Racial(MR) ☐ Hispanic(SP) ☐ Asian/Island Pacific(AS) ☐ American Indian(IN) ☐ Other _____	
Native Language:	☐ English ☐ Spanish ☐ Japanese ☐ Other _____	

Effective date (if new address) - _____

Complete School Information (Please print)

Grade Entering: _____
School District of Residence: _____
School Last Attended or Presently Attending: _____
School of Request: _____
High School - List Specific Courses Desired: _____
Is the student enrolled in a special program? ☐ Yes ☐ No
If yes, please explain: _____

Signature Parent/Guardian: _____ Date: _____

DO NOT WRITE BELOW THIS LINE – OFFICE USE ONLY

School of Request Recommendation:

Date Received: _____ ☐ Approved ☐ Denied

Principal's Signature: _____

Reason for Denial: _____

Superintendent's Recommendation:

Date Received: _____ ☐ Approved ☐ Denied

Superintendent's Signature: _____

Reason for Denial: _____

Reason for requesting
open enrollment:

- Moved to district
- Open Enrollment
- Following teaching parent
- Foster/Court Placed
- ED or MD Unit

Greenville City Schools
Parent Agreement for Open Enrollment

School Year: _____

Parent Agreement

By signing below, I acknowledge and agree to the following terms and conditions related to open enrollment:

1. Transportation

- I understand that transportation to and from school is my responsibility unless otherwise provided by the district.

2. Attendance and Behavior

- My child must follow the attendance policies, rules, and behavior expectations of the enrolling district.
- Repeated disciplinary issues or excessive absences may result in revocation of open enrollment privileges.
- Students with discipline problems may be rejected for inter-district transfer only if they have been suspended or expelled by the sending district for ten (10) days or more in the current semester or school year the application is made.

3. Academic Requirements

- My child must maintain acceptable academic progress to remain enrolled under open enrollment.
- If applying for Kindergarten, my child must meet the age requirements set forth by the Greenville City School District. This means my child will be 5 years old by August 1 of the upcoming school year.

4. Program Availability

- Acceptance under open enrollment is subject to the availability of space, grade-level placement, and special services.
- Students with handicapping conditions may be rejected for an inter-district transfer if the services described in the student's I.E.P. are not available in the receiving district. Enrollment limits per special education program shall not be exceeded.
- The receiving district will not institute any special programs to serve transfer students.

5. Reapplication

- I understand that open enrollment may require reapplication each school year, and acceptance is not guaranteed.

6. Revocation

- The Greenville City School District reserves the right to revoke the admission of any open enrollment student who violates any provision of this policy.

7. Withdrawal

- I agree to promptly notify both the resident and enrolling districts if my child is withdrawn from open enrollment.

8. OHSSA athletic guidelines will be in effect.

Student Name: _____

Parent/Guardian Signature: _____

Date: _____