WILSON COUNTY SCHOOLS
Tammy Crane
Attendance Supervisor

415 Harding Drive, Lebanon, TN 37087
Phone: (615) 444-3282
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OPEN ENROLLMENT REQUEST

Pursuant to Wilson County Board of Education Policy 6.206, students whose parent(s) or legal guardian(s) reside in Wilson County may request assignment to a school other than the student's zoned school. Open Enrollment requests will not be granted if the requested school is overcrowded. If an Open Enrollment Request is approved, the student may continue attending the out-of-zone school through the school's highest grade level, provided the student continues to reside in Wilson County. Incomplete applications and those received after December 1, 2026, will not be considered. **This application is for enrollment starting the 2027/2028 academic year.**

Student Name: _____ Date of Birth: _____

2026/2027 Grade: _____ 2027/2028 Grade: _____

Student's Zoned School: _____ Requested School: _____

Student's Primary Residential Address: _____

Name of Parent(s)/Legal Guardian(s): _____

Parent's Email: _____ Parent's Phone Number: _____

Does your student receive services/accommodations through any of the following?

Special Education Program (IEP): ☐ Yes ☐ No **504 Plan:** ☐ Yes ☐ No

English Learner (ILP): ☐ Yes ☐ No **Home Language**:_____

*Please note that a student's receipt of special services does not automatically prevent this application from being approved. However, some educational programs are available at only a limited number of schools, including certain Special Education and English Language Learner (ELL) programs.

Does your student participate in middle or high school athletics? ☐ Yes ☐ No

Open Enrollment requests may be submitted online or via mail, fax, or e-mail as follows:

Mailing address: **Tammy Crane, Supervisor of Attendance**
415 Harding Drive, Lebanon, TN 37087

Email: **cranetr@wcschools.com** Fax: **(615) 444-2820**

By signing this form, I acknowledge that I have read, understand, and agree to the following conditions of a Open Enrollment Request:

- I understand that submission of this request does not guarantee approval. All requests are subject to space availability at the requested school.
- If my request is approved, I accept full responsibility for providing transportation to and from the out-of-zone school for my student.
- Approved Open Enrollment are subject to review at any time by the Director of Schools and/or school administration. Approval may be revoked based on factors including, but not limited to, the student's academic performance, disciplinary record, and attendance.

Parent/Legal Guardian Signature: _____ Date: _____