

## STANDARD OPEN ENROLLMENT APPLICATION

Student Legal Name:	Date of Birth: (MM/DD/YYYY)	Requested Grade:
Parent/Legal Guardian Name:	Parent Email Address:	
Address:		
City:	State:	Zip Code:
Parent Primary Phone Number:		
Requested School:	Boundary School:	
Last School Attended:  <i>Attach a transcript for secondary students (7-12) if last school attended was outside of CCSD.</i>		
Reason for Request:		
<p><b>Please select the appropriate option:</b>          _____ Early Enrollment Period Transfer Application - Year requested _____  <i>(Submitted between November 15 and the first Friday in February in order to transfer the following school year)</i>          _____ Late Enrollment Period Transfer Application  <i>(Submitted outside the early enrollment period)</i></p> <p><b>Please circle one and indicate the year requested:</b>          Current year _____ Next year _____ Continued Enrollment</p>		
Has student ever been suspended or expelled from a public school?  If yes, please explain:	Yes	No
Does the student receive Special Education (IEP)?  If yes, please indicate the services received:	Yes  Mild/Moderate	No  Life Skills
Does the student have a 504 plan?	Yes	No
Does the student receive Speech Services?	Yes	No
Has student ever been in a bilingual or an English as a Second Language (ESL) program?	Yes	No
Has student participated in or do they plan to participate in UHSAA Activity?  If yes, which activities?	Yes	No
<small>*Please note that this school choice acceptance has no correlation with eligibility for any extra-curricular activities governed by the Utah High School Athletic Association (UHSAA).</small>		

**\$5.00 Fee**

- Check
- Cash
- Credit/Debit Card

An enrolled nonresident student shall be permitted to remain enrolled, subject to the same rules and standards as resident students, without renewed applications in subsequent years unless any of the following occurs:

- The student graduates or is no longer a Utah resident.
- The student is suspended or expelled from school.
- The district determines that school enrollment will exceed the open enrollment threshold.
- The student advances schools (i.e. elementary to middle or middle to high school).

**Please Note: Proof of Residency will be verified at the school.**

I understand that all transfer requests are contingent on early enrollment school capacity (“maximum capacity”) or late enrollment school capacity (“adjusted capacity”), special program limitations, staff availability, and/or circumstances under 53G-6. If this request is granted, I agree that my child must remain at the requested school through the end of the requested school year. I understand that I, as parent or guardian, am responsible for transportation of my student to and from school. I understand that a student’s acceptance into a school or school district does not establish UHSAA (student athletic or activity) eligibility.

- A student may be denied an open enrollment opportunity if the student has been suspended or expelled from a public school consistent with 53G-6.
- A student with prior behavioral problems may be granted provisional enrollment provided the student and parent sign an agreement with the school or the school district (1) establishing the conditions of continued enrollment, and (2) notifying the parents/student that the student will be excluded from the school if the agreement is violated. The school or school district is responsible for the agreement as allowed under Section 53G-6.

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Parent/Guardian Signature	Date	Parent/Guardian Printed Name

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**School Official Only**

Approved	Rejected
Authorized Signature	Date

**You may email this form to [tami.vanweerd@ccsdut.org](mailto:tami.vanweerd@ccsdut.org), but you must call the District Office (435-752-3925) and pay the application fee. The application will not be considered until the \$5.00 processing fee has been received.**