

Book	Administrative Guideline Manual
Section	5000 Students
Title	ADMISSION OF STUDENTS PARTICIPATING UNDER INTER-DISTRICT OPEN ENROLLMENT
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5113 - **ADMISSION OF STUDENTS PARTICIPATING UNDER INTER-DISTRICT OPEN ENROLLMENT**

Each principal shall notify the Superintendent by July 15th of the programs and classrooms which have space available for students from another Ohio district.

Projected enrollment of resident-school students, applications from students from other Ohio districts in accordance with Policy 5113, and tuition students are to be determined by the Superintendent no later than August 1st.

Application for Admission

- A. The number of openings in a particular program for students from other Ohio districts will be determined by optimum size for a particular program, classroom/school building, or grade level which is the number of students that can be accommodated without increasing District expenditures for staff or equipment.
- B. Applications for admission from students from other Ohio districts may be submitted to the Superintendent in this District.
- C. Applications from students from other Ohio districts will not be considered until August 1st.
- D. Any adjacent district or other school district students previously enrolled under the provisions of this guideline or Board Policy 5113 shall be given priority over applications from new students from other Ohio districts.
- E. The final date for considering applications for students from other Ohio districts is August 1. The applications of students from other Ohio districts shall be revoked in reverse order of acceptance (last in-first out) if enrollment, at any time prior to the start of the school year, of a new home-school student or an application from a tuition student brings the enrollment of District students to optimum size. However, students from other Ohio districts who have begun the program shall be allowed to complete the school year.
- F. Applications from students from other Ohio districts who have an I.E.P. shall not be considered if the District is not currently providing the services called for in the I.E.P.
- G. Other enrollment factors being equal, students from other Ohio districts will be accepted on the basis of the date of receipt of the application. Revocations of application or transfers back to the students' home schools will be in reverse order of date received.
- H. The parents of the student from another Ohio district will be notified of their acceptance by the Superintendent no later than August 10th. If the student is not accepted, s/he is to receive notice no later than August 10th.
- I. The District shall not discriminate against any disabled students (IDEA or 504). The District shall not be required to provide any services or adapt any facilities not already provided disabled, resident native students. If a student from another Ohio district becomes disabled under Section 504 or the staff finds out that a student from another Ohio district is in need of services in accordance with an I.E.P., it will provide appropriate services. The student, however, must agree to attend the District school at which the needed services are currently available. If any services must be obtained elsewhere, the Superintendent shall notify the other Ohio district to determine if it wants to arrange for the services or have the District arrange for them at the other Ohio district's expense.

- J. Enrollment in a program or school shall be subject to an agreement that transportation of the student from another Ohio district to the school or to a scheduled in-District bus stop is provided for by the student, his/her parents, or the other Ohio district. Exceptions to this requirement may need to be made for disabled students.
- K. Applications from students from other Ohio districts may be rejected if the racial balance of the other Ohio district or this District's program, classroom, or school would be negatively impacted, as defined in Policy 5113.
- L. Applications from students from other Ohio districts may also be rejected if the student has been suspended or expelled for ten (10) consecutive days or more during the semester of application or the preceding semester.

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