

SCHOOL CHOICE PROGRAM POLICIES

Magnet • VEEP • Open Enrollment • Program Improvement School Choice (PISC)



DIRECTIONS FOR COMPLETING THIS APPLICATION:

You may also complete your application online at <http://sandi.net/enrollmentoptions>.

1. **STUDENT CONTACT INFORMATION:** Please print clearly and complete the entire application. Incomplete and illegible applications will be returned unprocessed to the parent. The address used for eligibility will be verified with the district records at the current school and upon enrollment in the new school. **Notify the Office of Enrollment Options of any changes to your phone number or home address. Enrollment Options will not be able to contact you without current information.**
2. **CHOOSE SCHOOLS:** All programs are included in this one application. School Choice allows you to prioritize three (3) schools you are applying to and you may list two (2) additional schools in priority order for consideration in the event that #1-3 are not available. There will be only one offer of enrollment per student based on designated priority. Submit application between November 1 through February 15. Applications for current SDUSD students **will not** be accepted after February 15.
3. **LANGUAGE/TRANSPORTATION**
 - **Language preference** allows Enrollment Options and the schools to send information to you in the appropriate language.
 - **Checking 'yes' for District transportation** alerts Enrollment Options to contact you if you made a school choice that will not provide transportation.
4. **SIBLINGS (IF APPLICABLE):**
 - **Siblings** must be enrolled concurrently at the same school to receive sibling priority. Siblings are students who share a biological or adoptive parent/guardian.
 - **Twins/Multiple Birth** students receive the same five priority schools (unless requested by the parent) and receive the same random priority number for each school.
5. **PARENT/GUARDIAN SIGNATURE: Carefully read the Parent/Guardian statement before signing and dating the application.**
 - Request an initialed, date-and time-stamped copy of your application when you submit it in person. Enclose a self-addressed stamped envelope if you mail your application directly to Enrollment Options and a receipt will be mailed to you.
 - You may submit your application (request a signed copy) at any school in the San Diego Unified School District or at the Office of Enrollment Options, 4100 Normal Street, Annex 7-B, San Diego, CA 92103-2682.

SCHOOL CHOICE PROGRAM – Enrollment is on a space available basis for Magnet, VEEP and Open Enrollment programs. Detailed information on all programs is available in the 2009-2010 Enrollment Options Catalog.

1. **MAGNET PROGRAM** – A student enrolled in a magnet program will not be allowed to make a parallel transfer to another magnet program of the same emphasis at the same level (elementary, middle/junior, senior high).
2. **VEEP PROGRAM** – Eligibility is determined by the student's geographic elementary school of residence, regardless of school of attendance. Elementary students using child-care affidavits to qualify for VEEP are not provided transportation to the feeder secondary school.
3. **OPEN ENROLLMENT PROGRAM** – There is no transportation for this program.
4. **PROGRAM IMPROVEMENT SCHOOL CHOICE (PISC) PROGRAM** – Applications received will be ranked with students who are lowest achieving and from low-income families receiving highest priority and sorted by grade level. When the student's resident school meets its identified achievement targets two years in a row, district provided transportation from the resident school will cease. Enrollment is limited and will not be granted if the number of requests exceeds the available funding for transportation.

PROGRAM POLICIES

1. **TRANSFERS** – Students must remain in the assigned school of choice through the end of each school year. Students wishing to leave this school and return to the resident school must file an "Enrollment Options Transfer Request" form by the last working day before school starts in the fall or they may be required to complete the school year in the school in which they are enrolled. Students who transfer from the school and then wish to return are subject to all eligibility and enrollment criteria.
2. **APPLICATION PERIOD** – Applications must be received between November 1 and February 15 for current SDUSD students. Magnet applications will be sorted by geographic high school cluster of residence. Applications for each program are placed on grade level wait lists in accordance with the following factors:
 - Ranked with lowest achieving and from low income families receiving highest priority (PISC)
 - Criteria for priority, as listed and verified on the application
 - Applications received between November 1-February 15 will be ranked by a random, computer-generated number for each school selected (Magnet, VEEP, Open Enrollment).
3. **NEW APPLICANTS or CURRENT SDUSD FAMILIES WITH CHANGE OF ADDRESS** (after February 15) – Applications will be accepted after February 15 for either students "new" to SDUSD (not enrolled) or current SDUSD families who have a verified change of residence address that changes priority (proof of new residence will be required). Applications received after February 15 will be prioritized for placement by date and time received.
4. **APPLICATION ENROLLMENT PERIOD** – Enrollment Options will begin notifying parents of school placement between March 16 - May 15.
5. **CONTINUITY**
 - Magnet students who have made a commitment to a specific theme are given first priority to continue in that theme when the students change levels (elementary to middle to senior high). An application must be completed between levels.
 - District VEEP, Open Enrollment, and PISC students may continue through the regular feeder pattern (elementary to middle to senior high) without reapplying. Transportation will be dependent on current exchange patterns and bus routes.
 - Interdistrict Attendance Permit students do not receive continuity.
6. **INTERDISTRICT (does not apply to VEEP or PISC)** – Students moving outside of the San Diego Unified School District must reapply and submit an approved Interdistrict Attendance Permit to continue. Enrollment will be subject to all eligibility and enrollment criteria.
7. **TRANSPORTATION** – Transportation is provided, within guidelines, for Magnet, VEEP, and PISC students when at least 8 students can be scheduled on a bus. A nonresident elementary student receiving childcare may use the child-care address for transportation purposes. To be eligible for transportation as a VEEP or PISC student, students may only apply to schools within the exchange pattern for their elementary school of residence. No student transportation is provided for the Open Enrollment program.