

ASHWOOD SCHOOL DISTRICT

18624 NE Main  
Ashwood, OR 97711



Date Received by  
RECEIVING School \_\_\_\_\_

**2023 - 2024 APPLICATION FOR OPEN ENROLLMENT TRANSFER**

Open Enrollment applications will be received between **MAY 1, 2023 through August 15, 2023**. Applications should be returned to the school for which your student is applying via email to [clerk@ashwood.k12.or.us](mailto:clerk@ashwood.k12.or.us) or by postal mail.

**I understand that if my Open Enrollment transfer application is approved for 2023-24:**

1. Student must maintain attendance at 92% or greater; no more than one minor suspension per academic year; no suspension greater than five days and no expulsions.
2. Parent/guardian is responsible for providing transportation, which complies with school hours. Buses do not travel from the resident school to the open enrollment school; however, occasionally the student may live close to the attendance boundary of the open enrollment school. Parents should CALL to inquire about possible bus service.
3. Approval is for the duration of the students current school level only.
4. There is no guarantee of sibling applications being approved.
5. Commitment to attend any school should be for the entire academic year.
6. A lottery system may have to be implemented if there are more applications than allocations available.
7. Copies of the completed application will be distributed by the receiving school clerk, pending a letter or telephone conversation with the parent/guardian of the student, regarding the final recommendation.
8. By typing my name in the box below I agree that this represents my signature for the purpose of submitting this form to the District. The District may reasonably rely on the authenticity of my typed signature as a true and correct representation of my authority to sign and submit this request on behalf of my student.

| TO BE COMPLETED BY PARENT / STUDENT / ADMINISTRATOR   |   |   |
|---|---|---|
| School <b>APPLYING</b> for:<br>ASHWOOD ELEMENTARY   | HOME School:  | Student ID #  |
| Last Name / First Name:   | Date of Birth:  | Grade Level 2023-24:  |
| Parent Name:  | Street Address / City / State / Zip:  |   |
| Home Phone:   | Cell Phone:   | Email:  |
| Is this student enrolled in Special Education?<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br><br>Note: Change in school may be a change in placement and require review by Student Services staff prior to placement confirmation. If yes, contact Special Education Administration. | Does this student intend to participate in athletics (grades 9-12)?<br><input type="checkbox"/> Yes <input type="checkbox"/> No | <b>High School Only:</b> OSAA Constitution and Rules provide that any student who attends a high school as a result of undue influence may become ineligible and the high school could be subject to penalties. OSAA rules also require approval by both the sending and receiving high school principals, and approved by the Superintendent's Office. <b>Student eligibility is subject to OSAA guidelines.</b> |
| Parent / Guardian Name (first name / last name):  |   | Date:   |
| FOR OFFICE USE ONLY   |   |   |
| <input type="checkbox"/> <b>APPROVED.</b> Your application for open enrollment transfer is <b>approved</b> for the duration of the current school level only (i.e., elementary, middle or high school).   |   |   |
| <input type="checkbox"/> <b>DENIED.</b> Your application for an open enrollment transfer is <b>denied</b> for the following reason:<br>Specialized SPED Placement<br>No Capacity  |   |   |
| Receiving School Principal Signature / Date   |   | Receiving School Phone #  |

Receiving School: Please make copies for parent, home school, T&L Dept., SPED (if necessary)

T&L: Dec\_2022