



OPEN ENROLLMENT for 2012-13 School Year

Jan 9 - Jan 31, 2012: Entering Grades 1st - 12th (current students)
Mar 14 - Mar 31, 2012: Entering Kindergarten (1st - 5th new to PUSD)

All students who are **currently enrolled and attending school** in the Pleasanton Unified School District are eligible to participate in the open enrollment process and may apply for any school on a space-available basis, except Village Continuation High School and Horizon High School. *Please note that some schools may be closed to open enrollment due to current impacted enrollment.* Proof of residence in the Pleasanton Unified School District is required. Applications are available at all school sites or the Pupil Services office, located at the district office site, 4665 Bernal Ave., Building 300. Children who will start kindergarten in August 2012 may apply for open enrollment at Kindergarten Round-Up on March 14 & 15, 2012.

Families of students will be notified on the status of their application by August 3, 2012. Late applications received after the open enrollment period will be reviewed before the new school year begins.

Available Space is determined annually by:

- a. Program capacity of the school or grade level
- b. Projected staffing entitlement
- c. Racial/ethnic balance

Special Day Class students do not participate in open enrollment. They are placed in programs and schools which serve their identified learning needs during the annual IEP process. Other special education students with resource or speech needs may participate in open enrollment if space is available in that program at the requested school. If you have specific questions regarding your child's special education needs, please contact the Special Education office at 426-4293.

Open enrollments will be approved following the "District Enrollment Priorities."

Approval of open enrollment is valid for the current grade level only. Next level placement reverts to resident school. Approved open enrollments are valid through the 5th grade for elementary students, 8th grade for middle school students and 12th grade for high school students.

For additional information: www.pleasanton.k12.ca.us

**DISTRICT ENROLLMENT PRIORITIES
for the 2012-13 School Year**

Enrollment priorities, as specified in Board Regulation # 5190, will determine the order in which pupils are assigned to schools.

First Priority: Pupils overflowed from their resident school to another school in the district and who want to return to their school of residence. Priority is determined by their enrollment date.

Second Priority: New Pupils registered and residing in the school's attendance area as of the enrollment cut-off date. Priority is determined by their move-in date to Pleasanton verified by close of escrow papers and first utility bill.

Third Priority: Resident pupils and siblings permitted to attend Pleasanton schools as a result of unification in 1988; and concurrent enrollment of siblings and pupils grandfathered due to the elementary school boundary changes of 1996-97 and 2006-07.

Fourth Priority: Open enrollment pupils who have applied during the open enrollment period.

Fifth Priority: Resident pupils new to the school attendance area who register after the cut-off date, based on the following priorities:
a. entry date in school
b. move-in date verified by close of escrow papers and first utility bill

Sixth Priority: Any other new open enrollment application

Seventh Priority: Pupils already enrolled in the District with an approved inter-district transfer providing they continue to meet transfer student criteria.

Eighth Priority: New inter-district transfer requests, if permitted.

**PROOF OF RESIDENCE
(two forms of proof required)**

CURRENT UTILITY BILL: PG&E, telephone (land line), water, garbage, cable TV
or

RECENT CLOSE OF ESCROW PAPERS OR RENTAL/LEASE AGREEMENT (with name, address, and telephone number of lessor) * *if less than 30 days from signing*

If registration pre-dates the start of school attendance by more than one month, a second utility bill may be requested after the first month of student attendance.

The following examples ***will not*** be accepted as proof of residence: driver's license, bank statements, voter registration, property tax statements, welfare/medical statements, jury summons, credit card bills, cell phone statements.

***Falsification of proof of residence will jeopardize enrollment in
Pleasanton Unified School District and open enrollment.***

For more information call Pupil Services at 426-4290 between the hours of 8:00 a.m. and 4:30 p.m.