

# OPEN ENROLLMENT PROCEDURES

- OPEN ENROLLMENT MUST BE APPLIED FOR AND APPROVED EACH YEAR
- ONE APPLICATION IS TO BE COMPLETED FOR EACH CHILD TO BE ENROLLED
- OPEN ENROLLMENT DECISIONS ARE BASED ON CRITERIA ESTABLISHED IN STATE LAW AND BOARD ADOPTED POLICY. NO STUDENT WILL BE DENIED ADMISSION TO THE CHESAPEAKE UNION EXEMPTED VILLAGE SCHOOL DISTRICT ON THE BASIS OF UNLAWFUL DISCRIMINATION.
- THE ADMINISTRATION AND BOARD OF EDUCATION WILL ESTABLISH DISTRICT CAPACITY LIMITS BY GRADE LEVELS / SCHOOL BUILDINGS / EDUCATIONAL PROGRAMS.
- OPEN ENROLLMENT APPLICATIONS ARE PRIORITIZED IN THE ORDER THEY ARE RECEIVED AND CURRENT OPEN ENROLLED STUDENTS WILL HAVE PRIORITY OVER NEW APPLICANTS.
- OPEN ENROLLMENT BEGINS IN APRIL OF EACH YEAR FOR THE FOLLOWING YEAR. STUDENTS CURRENTLY OPEN ENROLLED WILL BE GIVEN A FORM IN APRIL THAT IS DUE APRIL 30.
- NEW APPLICANTS MAY REQUEST AN APPLICATION AT THE SCHOOL BUILDING OR DISTRICT BOARD OFFICE.
- NO REJECTION OF ANY APPLYING STUDENT WILL BE BASED ON DISCIPLINE, EXCEPT AN APPLICANT WHO HAS BEEN SUSPENDED OR EXPELLED BY ANOTHER DISTRICT FOR 10 CONSECUTIVE DAYS OR MORE IN THE TERM FOR WHICH ADMISSION IS SOUGHT OR IN THE TERM IMMEDIATELY PRECEDING.
- APPLICANTS WILL BE NOTIFIED BY MAIL OF ACCEPTANCE OR DENIAL



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