



SECTION: STUDENTS

POLICY: 200

TITLE: ENROLLMENT IN THE DISTRICT

ORIGINAL: October 24, 2005

CURRENT REVISION: April 5, 2021

LAST REVIEWED BY THE COMMITTEE:

I. PURPOSE

The Board shall enroll school age students eligible to attend district schools, in accordance with Board policy, laws, and regulations.

II. DEFINITIONS

- A. School age shall be defined as the period from the earliest admission age for the District's kindergarten program until graduation from high school or the end of the school term in which a student reaches the age of twenty-one (21) years, whichever occurs first.
- B. District of residence shall be defined as the school district in which a student's parents/guardians reside.

III. POLICY

A. Enrollment Requirements

- a. School age resident students and eligible nonresident students shall be entitled to attend district schools.
- b. The District shall normally enroll a school age, eligible student no later than five (5) business days after application.
- c. The District shall not enroll a student until the parent/guardian has supplied proof of the student's age, residence, and immunizations required by law.
- d. The District shall immediately enroll identified homeless students, even if the student or parent/guardian is unable to produce the required documents, in accordance with Board policy, laws and regulations.
- e. The District shall not inquire about the immigration status of a student as part of the enrollment process. Admission to school may not be conditioned on the student's immigration status.
- f. Enrollment requirements and procedures shall apply to nonresident students approved to attend district schools, in accordance with Board policy, by the Superintendent.
- g. The District shall administer a home language survey to all students enrolling in district schools for the first time.

B. Residency Eligibility

- a. When the parents of a student reside in different school districts, the student may attend school in the District of residence of the parent with whom the student lives for a majority of the time, unless a court order or court approved custody agreement specifies otherwise.
- b. If the parents of a student share joint custody and time is evenly divided, the parents may choose which of the two (2) school districts the student will enroll in for the school year.
- c. If the student is an emancipated minor, the resident school district shall be the one in which the student is then living.

IV. DELEGATION OF AUTHORITY

- A. The Superintendent or designee shall annually notify students, parents/guardians, and staff about the district's admissions policy by publishing such policy in the student handbook, parent newsletters, district website, and through other efficient methods.
- B. The Superintendent or designee shall develop and disseminate administrative guidelines for the enrollment of eligible students in district schools that are consistent with laws and regulations.

V. REFERENCES

24 P.S. 1301
24 P.S. 1302
22 PA Code 11.11
22 PA Code 11.41
22 PA Code 11.12
22 PA Code 12.1
24 P.S. 1303a
Pol. 203
Pol. 216.1
Pol. 138
Pol. 202
24 P.S. 1304-A
Pol. 201