

Baker County Public Schools Controlled Open Enrollment Student Application for Admission

The use of this form is restricted to out-of-zone or school choice students applying for admission to a Baker County school. Compliance with all established policies, regulations, and a statement of reasons are prerequisite to consideration for approval.

The parent or guardian shall:

1. Provide ALL information indicated on this application. Any omission will result in the delay of a decision and may result in disapproval of the application.
2. Attach a certified transcript for the student requesting admission. Each transcript should be current and include attendance history, grades, credits, discipline records, test scores, and DJJ information, if applicable. **Failure to disclose all requested information will result in disapproval of admission to this district.**
3. Attach to this application a letter from the school district in the county of residence that includes a statement that your child is not subject to current expulsion or suspension.
4. Sign the application acknowledging that the information provided is accurate.
5. Submit completed forms to the Principal of the school you are making application to attend for review.
6. Submit this completed application with Principal's signature to the Baker County Title I and Special Programs Office located at 312 South Boulevard East, Macclenny, Florida 32063.

PLEASE PRINT (or type)

1. Student's Name: _____ Age: ____ Grade Entering: _____
2. Parent/Guardian Name: _____ Phone: _____
3. Mailing Address: _____ City: _____ St _____ Zip _____
4. Current/Last School Attended: _____
5. Baker County School to which admission is requested: _____
6. Reason for Request : _____

7. Are you claiming any preferential treatment criteria? **If yes**, please check all criteria that apply.

- Active duty military personnel move due to orders
- Relocated due to foster care
- Court-ordered change in custody or serious illness/death of custodial parent
- Students residing in district requesting School Choice
- Students previously approved as an out-of-county or out-of-zone student
- Out-of-county student of Baker County School District employee
- Out-of-county student of employee working in Baker County
- In-county students in good standing whose residence changed to out-of-county
- Siblings attending the chosen school or another school within the Baker County School District

If you have children currently enrolled in the Baker County School System, please complete the following:

First Name	Last Name	School	Grade

I do hereby acknowledge that the submitted information is accurate to the best of my knowledge.

Signature of Parent or Guardian

Date

If approved for Controlled Open Enrollment, I understand the following guidelines apply to the acceptance and continued enrollment of my child into the Baker County School District.

- Transportation from the student’s home address to the approved school will not be provided by the Baker County School District. Parents/guardians must make arrangements for transportation, or students may utilize the school bus if being picked up/dropped off at an address that is located in the school’s zone (for example: daycare, a family member’s home, etc.).
- The student must be in attendance at the approved school by the third day of the new school year unless the parent has notified the school principal in advance. If not in attendance by the third day, the Controlled Open Enrollment approval will be rescinded.
- The student must remain in good standing in academics, attendance, and/or discipline. If not, the Controlled Open Enrollment approval may be revoked.

Signature of Parent or Guardian

Date

Approval by School Principal requires review of eligibility criteria and is dependent upon availability of capacity.

On the basis of this application and other relevant information, this request for admission to _____ School for the _____ school year is

Approved Disapproved _____, School Principal Date: _____

Approved Disapproved _____, Director Date: _____