

## OPEN ENROLLMENT INFORMATION AND APPLICATION

The Hardin Northern Local School District will permit students for the 2016-17 school year to enroll in the school system on a tuition free basis.

Beginning April 30, 2016 and continuing through the month of May, completed Open Enrollment Applications (see attached copy) will be accepted at the Office of the Superintendent located at 11589 St. Rt. 81, Dola, Oh 45835

The priority by which applications will be approved will be based upon the date of receipt and then by the time of receipt. The Hardin Northern Board of Education through its policy has established grade level, school building and educational program capacities. The final number of applicants approved for enrollment will be based upon those established capacities. Application may be rejected in situations where racial imbalances are caused as a result of open enrollment, for certain student disciplinary reasons, and in situations whereby the Hardin Northern District does not offer individual education plan services.

Attached you will find a copy of the Hardin Northern Open Enrollment Policy, along with a blank application form. If you have any questions about this policy or the Hardin Northern Schools, please call 419-759-2331.

### 1. INTERDISTRICT OPEN ENROLLMENT

1.1 As of July 1, 1993, the Hardin Northern Local Board of Education shall permit the enrollment of student's tuition free. Admission shall be:

1.1A Without regard to academic ability or any level of athletic, artistic, or other extracurricular skills;

1.1B Without regard to handicapping conditions, except admission may be denied to students if the services described in the student's Individual Education Plan (IEP) are not available in the Hardin Northern School District;

1.1C Without regard to English language proficiency;

1.1D Without regard to student disciplinary proceedings, except admission may be denied to an applicant who have been suspended or expelled by the student's home district for ten consecutive days or more in the term for which admission is sought or in the term immediately preceding the term for which admission is sought.

1.2 By April 30 of each year the administration and guidance departments of the Hardin Northern Local School District shall make available to the parents of students in its district, superintendents of each district described in section 1.1 and upon request by a parent of any school district in the State of Ohio, information about interdistrict open enrollment. Included with this information shall be a student application form and a Hardin Northern Schools records release form.

1.3 Beginning the first working day of May and continuing through last working day of the month of May, Interdistrict Open Enrollment Applications to the Hardin Northern Local School District will be accepted in the superintendent's office of the local school district. The time and receipt shall be recorded on the application form.

1.3A On or before July 30, a notification of application acceptance or rejection will be posted and mailed to the parents of each student applicant and the superintendents of the adjacent school districts described in section 1.1.

1.3B The priority by which all student applications for interdistrict open enrollment will be approved for acceptance shall be by:

1. The date of receipt.
2. Then by the time of receipt.

1.3C The final number of candidates approved for interdistrict open enrollment shall be restricted by grade level, school building level and educational program in accordance to the following prescribed capacity limits as they exist on April 1 of each year.

1. By Grade Level:  
Grade levels for Kindergarten and grade 1 shall not exceed a 1:20, and all other grade levels a 1:23 regular and vocational, full time teacher-student ratio as a result of open enrollment, (excluded from this ratio at the elementary level are art, music, physical education and special education teachers).

2. By Building Level:  
School building enrollment levels shall not exceed a capacity determined by multiplying the number of regular and vocational classrooms by 23 students, as a result of open enrollment.
3. By Educational Program Level:  
Education program capacities of 2 less than maximum allowable ADM permitted by state standards for vocational units and special education units shall not be exceeded as a result of open enrollment.

1.3D. Native students wishing to be enrolled in the Hardin Northern Local District shall be enrolled. No student, once accepted by the Hardin Northern Local District under the open enrollment procedures, will be displaced should enrollment exceed the above stated limits.

- 1.4 Court ordered racial balances by district or building levels shall be maintained through the monitoring of student applicants.
- 1.5 On or before July 31, the enrolling students must complete enrollment forms and provide Hardin Northern School District with health and academic records. An enrolling student who fails to fulfill these requirements shall forfeit enrollment opportunities at the Hardin Northern District.
- 1.6 The Hardin Northern Local School District shall provide transportation for non-handicapped students enrolled in the Hardin Northern District to and from regular bus stops within the Hardin Northern District. Transportation to and from bus stops from outside the Hardin Northern District is the sole responsibility of those students' parents who live outside the Hardin Northern District.



**FOR DISTRICT USE ONLY**

1.) Date Application Received \_\_\_\_\_  
(MDY)

2.) Time \_\_\_\_\_ AM/PM

3.) Status                      Accepted \_\_\_\_\_  
   Rejected \_\_\_\_\_

4.) If Rejected, Check Reason

Inadequate Capacity \_\_\_\_\_

Racial Imbalance \_\_\_\_\_

Disciplinary Reasons \_\_\_\_\_

IEP Services \_\_\_\_\_

5.) Signature of District Superintendent \_\_\_\_\_ Date \_\_\_\_\_