

Mine Hill Board of Education  
Canfield Avenue School  
42 Canfield Avenue, Mine Hill, NJ 07803

Interdistrict Public School Choice Application for  
Enrollment in a Choice District  
2018-2019 School Year

FOR OFFICE USE ONLY

On time application \_\_\_\_\_ Late application \_\_\_\_\_  
Tier 1 \_\_\_\_\_ Tier 2 \_\_\_\_\_ Grade Applied For: \_\_\_\_\_  
Enrollment Preferences granted:  
\_\_\_\_\_ Sibling(s) in Choice District (Sibling Grade in 2018-2019: \_\_\_\_\_)  
\_\_\_\_\_ Applicant from a choice district that terminates before grade 12  
\_\_\_\_\_ Resident student who moved  
Lottery # (if applicable): \_\_\_\_\_

TO BE COMPLETED BY PARENT OR LEGAL GUARDIAN:

Student Information:

Name of student applicant: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Student address: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_ Zip: \_\_\_\_\_

Home phone number: \_\_\_\_\_ Parent's work phone: \_\_\_\_\_

Parent's email: \_\_\_\_\_

Current School Information (2017-18):

Student's grade level for the 2017-2018 school year: \_\_\_\_\_

Student's district of residence: \_\_\_\_\_

School currently attending: \_\_\_\_\_

- Is this the student's resident public school (includes charter schools)? Yes \_\_\_ No \_\_\_
- If yes, answer the following questions:
  - Has the student been enrolled since the start of the 2017-2018 school year? Yes \_\_\_ No \_\_\_
  - If the student moved during the school year and *attended the resident public school of his/her old district of residence*, provide:
    - » Name of previous district of residence: \_\_\_\_\_
    - » Name of previous school attended: \_\_\_\_\_
    - » Date moved from previous school: \_\_\_\_\_
    - » Date enrolled in current school: \_\_\_\_\_

Application Information:

Grade level to which the student is applying for admission for the 2018-2019 school year: \_\_\_\_\_

Has the student been referred or is in the process of being referred for special education services? Yes \_\_\_ No \_\_\_

If yes, attach any documentation, i.e. IEP (Special Education Plan) or 504 Plan (Accommodation Plan)

*NOTE: If the student is deemed eligible for services prior to the start of the following school year and the district cannot implement the IEP, acceptance into the program could be revoked.*

Does the student have a sibling enrolled in this choice district? Yes \_\_\_ No \_\_\_

Sibling's name: \_\_\_\_\_ Sibling's grade in 2018-19: \_\_\_\_\_

Is the applicant a former resident student who moved *before* the application deadline? Yes \_\_\_ No \_\_\_

Is the applicant a former resident student who moved *after* the application deadline? Yes \_\_\_ No \_\_\_

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**Student Enrollment Policies**

**Tier 1 students** are students who are enrolled in a NJ public school in their resident school district during the time of application and for the entire year (2017-18) immediately preceding enrollment in a choice district. If a student moved during the school year and attended the resident public school of his/her old district of residence, he/she is also considered Tier 1. Choice districts must first fill their available seats with Tier 1 students. If the number of Tier 1 applications exceeds the number of choice seats available, the choice district must hold a lottery to randomly select students. Charter school students are considered to be Tier 1. To qualify as Tier 1 for kindergarten, a student must be attending a state-funded preschool in his or her resident district or a student resides in a district that does not offer a state-funded preschool program or a student has a sibling currently attending the choice district. Most students applying for kindergarten are in Tier 1.

**Tier 2 students** include NJ residents who have not attended their resident public school for the entire year immediately prior to enrollment in the desired choice district and do not otherwise meet the requirements for Tier 1. This would include students who have been attending public school outside their districts of residence or private school.

Choice districts are not obligated to accept Tier 2 students. If a choice district accepts Tier 2 applicants, they may do so only after all of the qualified Tier 1 applicants have been accepted. If the number of Tier 2 applications exceeds the number of choice seats available, the choice district must hold a Tier 2 lottery to select students.

**Enrollment preference** may be given to students in the following circumstances: 1) applicants with siblings enrolled in the choice district; 2) applicants who will have completed the terminal grade of a sending choice district (i.e., students who attend a choice district with grades that terminate before 12th grade and with a natural progression to the desired choice district); and 3) resident students of the choice district who move during the school year but before the application deadline and want to remain in the choice district the following year. Your student's enrollment preference status will be determined from the information you provide in this application.

The Mine Hill Board of Education has adopted the following policies regarding student enrollment:

District Choice Policies	Does Policy Apply?
a. The district accepts Tier 2 students.	Yes
b. The district gives enrollment preference to students who have a sibling currently attending the choice district, provided they will enroll in a choice-approved grade/program and they meet any program-specific criteria.	Yes
c. The district gives enrollment preference to choice students who have completed the terminal grade of the sending district (i.e., students who attend a choice district with grades that terminate before 12th grade and with a natural progression to this choice district), provided they will enroll in a choice-approved grade/program and they meet any program-specific criteria..	Not Applicable
d. The district gives enrollment preference to resident students who move <u>before the application deadline</u> . If resident students move and file choice applications for the following year prior to the deadline, the district will give them enrollment preference (i.e., accept them ahead of other applicants, but after the enrollment preference students described in b. and c. above), PROVIDED that there are choice seats available in the choice-approved grades/ programs and the students meet any program-specific criteria. <i>If the district has already reached its approved choice enrollment maximum, this preference will not apply.</i>	Yes
e. The district gives special consideration to resident students who move <u>after</u> the application deadline. Students in this situation may apply as late applicants and be added to the <i>front of the district's waitlist</i> , PROVIDED the students will enroll in a choice-approved grade/program and they meet any program-specific criteria. No additional choice seats above the approved maximum will be approved by the NJDOE to accommodate these students.	Yes

**If any information on this application is proven to be falsified,  
the student's admission to the Choice Program could be revoked.**

*By my signature I certify that I am applying for my student's admission to the Choice district for academic reasons only and not for athletic or extracurricular reasons and that all of the information I have provided is accurate. If my student has a current IEP or 504 Plan, I hereby give permission to the Child Study Team of this choice district to release and/or obtain information on behalf of my student. I further understand that if my student is eligible for transportation (within 20 miles from home to school) and the cost will exceed \$1,000, I will be given \$1,000 as aid in lieu of transportation and, in some cases, the option of receiving the transportation and paying the additional amount over \$1,000.*

Signature of parent or guardian: \_\_\_\_\_

Printed name of parent or guardian: \_\_\_\_\_ Date: \_\_\_\_\_

**Application is due to the Choice District by December 1, 2017**

*\*Applications received after the deadline will be considered for enrollment  
only after those who applied before the deadline.*

**CANFIELD AVENUE SCHOOL  
42 CANFIELD AVENUE, MINE HILL, NJ 07803**

**NOTICE OF INTENT TO PARTICIPATE**

**In the Interdistrict Public School Choice Program For the 2018-2019 School Year**

**Date:** \_\_\_\_\_

**To: The Superintendent/Chief School Administrator of:** \_\_\_\_\_  
**(Student's Resident District)**

As Parent/Legal Guardian of the student named below, I am submitting this written notification of my student's intent to enroll in the Interdistrict Public School Choice Program in September 2018. If my child is accepted into a choice program, my child's resident district will be notified of such by the choice district by Jan. 15, 2018, or when enrollment is confirmed. *This form requires no response from the resident district, but parents should request a signed and dated receipt for confirmation of submission.*

**Notes to Resident District**

The purpose of this form is to give the resident district advance notice of the student's intent to apply to a choice district for enrollment in 2018-19. (By law, a resident district must be informed if a student intends to participate in the choice program.)

Subsequently, if the student is accepted into a choice program, the resident district must be notified by January 15, 2018 by the choice district of the choice students who will be enrolling in the 2018-2019 school year. There may be cases when the choice district accepts late choice student applications. In these cases, the resident district will be notified as soon as the choice student confirms enrollment.

Transportation of choice students will be the responsibility of the *resident district*, provided the student meets the eligibility requirements of state law and the choice district school is within 20 miles of the student's residence. For more information, read the [Transportation Procedures](#) for choice students.

**Notes to Parents Regarding Transportation**

*Transportation of choice students is not guaranteed.* Your student must meet the eligibility requirements: the school must be within 20 miles of your student's residence. If the cost of transportation will exceed \$1000, the parent/guardian will be given \$1000 as aid in lieu of transportation and, in some cases, the option of paying the additional amount over \$1000 to receive the transportation. By Aug. 1, 2018, parents should receive notification of their transportation options from the resident district. For more information, read the [Transportation Procedures](#) for choice students.

**Student's Name:** \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_

**Student's Home Address:** \_\_\_\_\_  
\_\_\_\_\_

**Current School:** \_\_\_\_\_ **Current grade:** \_\_\_\_\_

**Signature of Parent/Guardian:** \_\_\_\_\_

**Printed Name of Parent/Guardian:** \_\_\_\_\_

**Address of Parent/Guardian:** \_\_\_\_\_  
\_\_\_\_\_

**Contact Number:** \_\_\_\_\_