

The Board of Trustees desires to provide options that meet the diverse needs, potential and interest of district students and shall annually review enrollment options.

Students who reside within the district boundaries may apply for enrollment in any district school, provided the school is eligible (space, program, status, mandate). The Superintendent or designee shall determine the enrollment capacity of each district school and establish a random unbiased selection process for the admission of students.

Purpose and Intent

The Anaheim Union High School District endorses the neighborhood public school concept. However, the Board recognizes that parents may wish to choose a school of attendance other than the assigned school. The Board of Trustees, therefore, believes that parental choice among a district's public schools should be included as an integral feature of a well-rounded educational environment.

Home school attendance areas are established to optimize use of existing facilities and to avoid crowded conditions. However, requests for Intradistrict Transfers may be made for reasons of personal preference based on the needs of the family or child. No student currently residing within a school's attendance area shall be displaced by another student as a result of the Intradistrict Transfer process (Education Code 35160.5(b)). Once enrolled through an Intradistrict permit, a continuing student shall not have to apply for readmission to that school, for the remainder of the student's continuous enrollment in that school.

GENERAL INFORMATION

- A. The Superintendent or designee may approve a student transfer back to the school of residence at any time during the year upon request by the parent providing that exceptional circumstances exist and space is available.
- B. The Superintendent or designee will set the Intradistrict Transfer application submission period(s) and qualifications to apply. All information will be posted on the Districts website for parents/guardian and students to review.
- C. California Interscholastic Federation (C.I.F.) athletic eligibility rules will apply in all instances. Parents or guardians of student athletes should confer with their high school principal prior to requesting a transfer.
- D. Parents/guardians will be notified in a timely manner of the status of their student's school.
- E. School transportation for any student who transfers to an alternate school of attendance shall be the responsibility of the student's parent or guardian unless the transfer was approved under any government program that provides for transportation, and the parent makes such a request.
- F. Transfers will not be approved that result in overcrowding at any school.
- G. The district reserves the right to authorize the discipline transfer of any student at any time.

INTRADISTRICT TRANSFERS

Anaheim Union High School District students residing in any Board approved home school attendance area shall first be provided the option of attending their neighborhood school. After all children within each school's attendance area have been accommodated, remaining placement requests will be honored until a given school has reached its defined enrollment capacity:

- A. The Superintendent or designee shall identify those schools within the district that may have available capacity for additional students. This determination will be made utilizing state capacity calculations indicating overcrowded schools as those exceeding its state rated capacity.
- B. The school requested through an Intradistrict Transfer application must be qualified for the transfer and have adequate room for additional enrollment.

- C. All students who submit applications to the district during the declared Intradistrict period shall be eligible for consideration for admission to their school requested.
- D. The Superintendent or designee shall inform all Intradistrict Transfer applicants as to whether their application was approved, denied or placed on an enrollment waiting list.
- E. Applicants who receive approval for their Intradistrict Transfer must confirm their enrollment with that school upon receipt of their written notification.
- F. Applicants who receive approval for their Intradistrict Transfer are guests of their requested school and must adhere to the following terms of enrollment:
 - 1. Must maintain a 2.0 GPA with no F grades
 - 2. Must maintain positive attendance; the student cannot be deemed Chronically Absent; missing 10% or more of the current school year
 - 3. Must maintain positive behavior expectations as defined by the discipline policy
 - 4. School transportation for any student who transfers shall be the responsibility of the student's parent or guardian
 - 5. Students who do not adhere to the terms of enrollment on an Intradistrict Transfer will be notified in writing of the infraction and intent to revoke the permit.
- G. Students whose permit is revoked may not be eligible to apply for another Intradistrict Transfer until the following school year.

NON-REQUIREMENTS TO THE DISTRICT

In implementing the Intradistrict Transfer programs, the district is not required to:

- A. Make alterations in the structure or grounds of any schools or make alterations to the arrangement or function of rooms within district schools unless required through government mandates.
- B. Establish and offer any particular program in a school if such program is not offered currently in each school in the District.
- C. Alter or waive any established eligibility criteria for participation in a particular program including age requirements, course prerequisites or required levels of performance.

CONCURRENT ENROLLMENT IN AUHSD SCHOOLS

A student may enroll in another AUHSD junior high or high school for sound educational purposes while maintaining concurrent enrollment at the student's assigned resident high school or independent study program.

When this occurs, a student's transcript will show the grade received in the course taken through another school program. It will be noted on the student's transcript where the course was completed.

Prior approval is needed for concurrent school enrollment. A meeting shall be held with the student, counselor, administrator, and parent when possible. During the meeting the following will be determined in writing:

1. The concurrent enrollment will enhance the student's progress towards meeting graduation requirements and/or postsecondary goals.
2. The student's participation in the concurrent enrollment program is voluntary and approval is based on classroom seat availability.
3. Seventh through twelfth grade students must be enrolled in at least 240 minutes at their school of residence. (Education Code 46100)

AR 8535.5R Transfers-Intradistrict / AR 7807(6158) Independent Study

Independent Study <-> Comprehensive High School IS: Polaris, Katella IS, Kennedy IS, Anaheim ILC, Western ILC	Cambridge Virtual Academy <-> Comprehensive Junior High or High School CVA to Comp Site Comp Site to eLearning	All HS High School to High School Dual Enrollment, After School ROP, JROTC
<p>Guidelines for Concurrent Enrollment Coursework</p> <p>Anaheim Union High School District independent study students may apply for concurrent enrollment at their assigned resident comprehensive high school site. In the event the student is an inter-district transfer, the home site will be assigned by AUHSD.</p> <p>If a student is an interdistrict transfer, AUHSD assigns the home site. The home site is determined based on a variety of factors including but not limited to residential proximity, special program interest, and athletic eligibility.</p> <p>A student is allowed to apply/enroll in a maximum of two courses at their assigned home site, and placement will be contingent on available seats.</p> <p>If the requested course or pathway/program is not available at the assigned home site, a student may apply to the requested program/school. Enrollment is based on availability. The school where the course or pathway/program is taken does not become the home site.</p> <p>Additionally, concurrent</p>	<p>Guidelines for Concurrent Enrollment Coursework</p> <p>Anaheim Union High School District CVA students may apply for concurrent enrollment at their assigned resident comprehensive junior high or high school site. In the event the student is an inter-district transfer, the home site will be assigned by AUHSD.</p> <p>If a student is an interdistrict transfer, AUHSD assigns the home site. The home site is determined based on a variety of factors including but not limited to residential proximity, special program interest, and athletic eligibility.</p> <p>A student is allowed to apply/enroll in a maximum of two courses at their assigned home site, and placement will be contingent on available seats.</p> <p>If the requested course or pathway/program is not available at the assigned home site, a student may apply to the requested program/school. Enrollment is based on availability. The school where the course or pathway/program is taken does not become the home site.</p> <p>Additionally, concurrent enrollment includes coursework taken in after school ROP and dual enrollment.</p>	<p>Guidelines for Concurrent Enrollment Coursework</p> <p>Anaheim Union High School District students may apply for concurrent enrollment at another AUHSD comprehensive high school site. The courses allowed for concurrent enrollment must be a course or pathway/program that is not offered at the student's assigned resident high school site.</p> <p>A student is allowed to apply/enroll in a maximum of two courses at their assigned home site, and placement will be contingent on available seats.</p> <p>If the requested course or pathway/program is not available at the assigned home site, a student may apply to the requested program/school. Enrollment is based on availability. The school where the course or pathway/program is taken does not become the home site.</p> <p>Additionally, concurrent enrollment includes coursework taken in after school ROP and dual enrollment.</p> <p>Concurrent enrollment does not include the access to the concurrently enrolled high school site's sports programs, clubs, school dances, and any</p>

<p>enrollment includes coursework taken in after school ROP and dual enrollment.</p> <p>Concurrent enrollment does include the access to the concurrently enrolled high school site's sports programs, clubs, school dances, and any extracurricular activities.</p> <p>The principal/director of curriculum and instruction may approve the request for concurrent enrollment, if the following conditions are met:</p> <ol style="list-style-type: none"> 1. There is a meeting held with the student, parent/guardian, counselor, and an administrator documenting approval to apply. 2. Approval of course placement is based on the class seat availability. 3. The student must be fully enrolled in their Independent Study Program according to the terms of the Independent Study Master Agreement. <p>Any courses taken as concurrent enrollment will be in addition to the courses in the Independent Study Master Agreement.</p> <ol style="list-style-type: none"> 4. The district will not provide transportation services. Transportation is the responsibility of the student and family. 5. Students must maintain passing grades in all classes at school of residence and concurrently enrolled school. If a student is failing a class at either program, 	<p>Concurrent enrollment does include the access to the concurrently enrolled high school site's sports programs, clubs, school dances, and any extracurricular activities.</p> <p>The principal/director of curriculum and instruction may approve the request for concurrent enrollment, if the following conditions are met:</p> <ol style="list-style-type: none"> 1. There is a meeting held with the student, parent/guardian, counselor, and an administrator documenting approval to apply. 2. Approval of course placement is based on the class seat availability. 3. Students participating in Course-Based Independent Study Program must be fully enrolled based on the combined daily instructional minutes for courses in this program and all other courses shall meet applicable minimum instructional day requirements, and the student shall be offered the minimum annual total equivalent instructional minutes pursuant to Education Code 46200-46208. <p>A concurrent enrollment course may be included in the required number of classes (six classes for 9th, 10th, and 11th graders; five classes for 12th graders) (Education Code 46100)</p> <ol style="list-style-type: none"> a. CVA students must take at least four classes in their independent study program. <ol style="list-style-type: none"> 4. The district will not provide transportation services. Transportation is the responsibility of the student and family. 5. Students must maintain passing 	<p>extracurricular activities.</p> <p>The principal/director of curriculum and instruction may approve the request for concurrent enrollment, if the following conditions are met:</p> <ol style="list-style-type: none"> 1. There is a meeting held with the student, parent/guardian, counselor, and an administrator documenting approval to apply. 2. The course(s) the student selects must be a course or pathway/program that is not offered at their current school. Approval of course placement is based on the class seat availability. 3. The course may be included in the required number of classes (six classes for 9th, 10th, and 11th graders; five classes for 12th graders); however, all students must take at least four classes or 240 minutes in their resident comprehensive high school. (Education Code 46100) 4. The district will not provide transportation services. Transportation is the responsibility of the student and family. 5. Students must maintain passing grades in all classes at school of residence and concurrently enrolled school. If a student is failing a class at either program, the administrator from the school of primary enrollment will determine if the student may continue concurrent enrollment.) 6. Students must maintain satisfactory attendance at school of residence and concurrently
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<p>the administrator from the school of primary enrollment will determine if the student may continue concurrent enrollment.)</p> <p>6. Students must maintain satisfactory attendance at school of residence and concurrently enrolled school. Students may be dropped for excessive absences and tardies.</p> <p>7. Students will need to reapply each year to continue in concurrent enrollment. Approval/acceptance will be based on seat availability.</p>	<p>grades in all classes at school of residence and concurrently enrolled school. If a student is failing a class at either program, the administrator from the school of primary enrollment will determine if the student may continue concurrent enrollment.)</p> <p>6. Students must maintain satisfactory attendance at school of residence and concurrently enrolled school. Students may be dropped for excessive absences and tardies.</p> <p>7. Students will need to reapply each year to continue in concurrent enrollment. Approval/acceptance will be based on seat availability.</p> <p><u>Extracurricular Activities</u></p> <p>School Dances:</p> <ul style="list-style-type: none"> Students may participate in their home site school dances. Students must obtain approval by the CVA principal (or designee) and use the home site guest pass process. If a student is going to be a guest at another school's dance, the CVA principal (or designee) would be the administrator that signs the permission slip. <p>Clubs and Lunch:</p> <ul style="list-style-type: none"> Students may attend lunch or a club at their home site if their concurrent course is scheduled in the period directly before or after lunch. Students may attend lunch or a club at their home site if it is pre-arranged and pre-approved between the home school and CVA 	<p>enrolled school. Students may be dropped for excessive absences and tardies.</p> <p>7. Students will need to reapply each year to continue in concurrent enrollment. Approval/acceptance will be based on seat availability.</p>
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	<p>administrator (or designee).</p> <p>Check-in and Check-out Process:</p> <ul style="list-style-type: none"> • Students are required to check-in with the home site main office upon arrival. • Students must wear a visible ID that indicates their permission to be on the home site campus. • Students are required to check-out with the home site main office when leaving campus. 	
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Legal References:

Education Code

35160.5 Policy Required on Curricular and Extra Curricular Activities 35351

Discrimination

48204 Compulsory Education Law 48980

Notification of Parent or Guardian

No Child Left Behind Act of 2001 Public

Law 107-110

Board of Trustees March

1994

Revised: July 18, 1996

Revised: September 1997

Revised: February 1999

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Revised: December 2019

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