



**Kenton County School District**  
**Request for Open Enrollment**  
**2017-2018 School Year**

Grades 1-12 Due by: JANUARY 13, 2017

**TERMS AND CONDITIONS OF APPLICATION - Please read prior to completing and submitting this form.**  
**PARENTS MUST SUBMIT A COPY OF THEIR CHILD'S REPORT CARD, ATTENDANCE AND DISCIPLINE RECORDS WITH THIS APPLICATION.** PARENTS ARE ALSO RESPONSIBLE FOR ALL TRANSPORTATION TO/FROM SCHOOL IF ACCEPTED. (Students must arrive no earlier than 20 minutes before school and be picked up at dismissal time.)

- Open Enrollment applications will only be considered if there is adequate space in that grade level.
- Assuming space is available, cases will be **considered for acceptance based on students abiding by the following four criteria:**
  1. Satisfactory academic progress and academic effort as determined by the principal.
  2. Adherence to District attendance policies, including matching or exceeding the district's average attendance and not exceeding six (6) unexcused absences.
  3. Behavior in accordance with The Kenton County School District Code of Expected Behavior and Conduct.
  4. The cooperation and support of parents/guardians in their working relationship with the school as determined by the principal.
- **If approved**, this commitment is for one school year and is **subject to the following limitations:**
  1. Applications are to be made each school year.
  2. Applications must be received by the building principal following enrollment guidelines.
  3. Athletic eligibility is determined by the KHSAA guidelines 6-12.
- **This application may be revoked based on the following (Applicant returned to school of residence):**
  1. If enrollment is over any class-size guidelines either at the time of the request **or** if the enrollment goes over these same guidelines during the year.
  2. Failure to abide by any of the criteria listed above related to academic effort and performance, attendance, behavior and attitude, and/or cooperative and supportive relationship with the home, as determined by the principal in consultation with Superintendent/designee.

Date application filed \_\_\_\_\_ Date application received \_\_\_\_\_

School Year for which application is made \_\_\_\_\_ Grade for which application is made \_\_\_\_\_

Full name of student \_\_\_\_\_ Date of birth \_\_\_\_\_

Address of residence \_\_\_\_\_ City \_\_\_\_\_ State KY Zip Code \_\_\_\_\_

Name of parents (or legal guardian) \_\_\_\_\_ Relationship \_\_\_\_\_

Phone number (home) \_\_\_\_\_ Father's Work # \_\_\_\_\_ Mother's Work # \_\_\_\_\_

Father's Cell # \_\_\_\_\_ Mother's Cell # \_\_\_\_\_

School of residence \_\_\_\_\_ School for which application is made \_\_\_\_\_

School presently attending \_\_\_\_\_

If **NEW** to school of application, please indicate reason for requesting a transfer \_\_\_\_\_

Please list in order the school(s) your child has attended in the past.

NAME OF SCHOOL \_\_\_\_\_ Year \_\_\_\_\_ Grade \_\_\_\_\_

NAME OF SCHOOL \_\_\_\_\_ Year \_\_\_\_\_ Grade \_\_\_\_\_

NAME OF SCHOOL \_\_\_\_\_ Year \_\_\_\_\_ Grade \_\_\_\_\_

Which school is holding your child's permanent records? \_\_\_\_\_

Other information you wish to share: \_\_\_\_\_

We agree to abide by the guidelines and limitations of this application and we understand that false information may be grounds for denying this application or changing future status.

Signature of student \_\_\_\_\_ Date \_\_\_\_\_

Signature of parent/legal guardian \_\_\_\_\_ Date \_\_\_\_\_

Print Name of parent/legal guardian \_\_\_\_\_

**THIS AREA TO BE COMPLETED BY KENTON COUNTY SCHOOL DISTRICT STAFF ONLY**

Application is **APPROVED**

\_\_\_\_\_  
Building Principal Signature Showing Approval (If signature is illegible then you must print name also.) Date of Review

\_\_\_\_\_  
Superintendent/Designee Signature Showing Review Date of Review

Application is **DENIED**

\_\_\_\_\_  
Building Principal Signature Showing Denial (If signature is illegible then you must print name also.) Date of Review

\_\_\_\_\_  
Reason for Denial

\_\_\_\_\_  
Superintendent/Designee Signature Showing Review Date of Review

**DATE OF PARENT MEETING OR NOTIFICATION SENT TO PARENTS/GUARDIANS**

\_\_\_\_\_  
\_\_\_\_\_



*The Kenton County School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs or activities and provides equal access to the Boy Scouts, Girl Scouts of the United States of America, and other designated youth groups.*

*“El Distrito Escolar del Condado de Kenton no discrimina en base a raza, color, origen nacional, sexo, discapacidad o edad, en sus programas o actividades y proporciona un acceso igualitario a los Boy Scouts, Girl Scouts de los Estados Unidos de América, y otra grupos de jóvenes designados.”*