



Wisconsin Department of Public Instruction
**PUBLIC SCHOOL OPEN ENROLLMENT—REQUEST
 FOR EXCEPTION TO THE APPLICATION PERIOD**
 PI-9421 (New 05-12)

INSTRUCTIONS: Submit completed form to the district administrator of the nonresident school district. Do not send this form to the Department of Public Instruction.

Additional instructions and information are at the end of this form.

School Year for which Open Enrollment Exception is Requested 2012-13	Date Received in Nonresident School District <i>Mo./Day/Yr.</i>
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Collection of this data is a requirement of s. 118.51, Wisconsin Statutes.

I. GENERAL INFORMATION

To be completed by the parent or legal guardian (or the student if age 18 or older). The form must be submitted to the nonresident school district with any required documentation (see back of form).

Legal Name of Student <i>First, Middle Initial, Last (A separate form must be completed for each student)</i>	Sex <input type="checkbox"/> M <input type="checkbox"/> F	Birthdate <i>Mo./Day/Yr.</i>
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Name of Parent or Legal Guardian	Home Phone <i>Area/No.</i>
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Work Phone <i>Area/No.</i>	Cell Phone <i>Area/No.</i>	Email
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Mailing Address	City	State	ZIP
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Street Address <i>If different than above</i>	City	State	ZIP
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What grade will the student be in for the 2012-13 school year? <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12	<input type="checkbox"/> 5-year-old Kindergarten <input type="checkbox"/> 1	<input type="checkbox"/> PreK or 4-year-old Kindergarten <input type="checkbox"/> Early childhood /special education <i>Only if resident district also offers program and child is eligible.</i>
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Nonresident School District This is the school district the student is applying to attend. You may apply to no more than three (3) school districts in a school year. You must apply to each school district separately. If you submit applications to more than three (3) school districts, all applications will be invalid.

Check one
 Hispanic/Latino
 Not Hispanic/Latino

Optional—If you are applying for the student to attend a specific school(s) or program(s) in the nonresident school district, indicate here. *Enrollment in a specific school or program is not guaranteed.*

Check all that apply
 American Indian/ Alaska Native
 Asian
 Black/African American
 Native Hawaiian/ Other Pacific Islander
 White

Resident School District This is the school district in which you are currently residing. *You must indicate a school district here.*

What school district, private school, or home-based education program is the student currently attending?

Yes No

Has the student been expelled at any time during the 2010-11, and/or 2011-12, and/or 2012-13 school year or are any disciplinary proceedings pending that could lead to expulsion?

Is the student currently attending public school in the nonresident school district?

Are siblings of the student currently attending public school in the nonresident school district? *Name(s)*

Are siblings of the student also applying at this time to attend the nonresident school district? *Name(s)*

Does the student have an individualized education program (IEP)?

Does the student currently receive special education services?

Has the child been referred for a special education evaluation that has not yet been completed?

Parents are responsible for transportation. If the student is eligible for free or reduced-price lunches under the School Lunch Program, you are eligible to apply for reimbursement of transportation costs.

No. of Students Transported	No. of Miles Round Trip
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Check if you are applying for transportation reimbursement. Yes No

—OVER—

This application is not valid unless Page 2 is completed.

II. REASON(S) FOR REQUEST
Choose all that apply

<input type="checkbox"/> The student's resident school board has determined that the student has been the victim of a violent criminal offense. Attach a copy of any finding by the resident school board or a statement by an administrator of the resident school district explaining the reason for the finding. Attach an explanation of the circumstances leading to this request.	Date of Resident School Board Determination <i>Mo./Day/Yr.</i>
<input type="checkbox"/> The student is or has been homeless in the current or immediately preceding school year. Attach a statement from the homeless liaison or an administrator in a public school district verifying that the student is or has been homeless, as defined in the federal McKinney-Vento Act, in the current or immediately preceding school year. Attach an explanation of the circumstances leading to this request.	
<input type="checkbox"/> The student has been the victim of repeated bullying or harassment. Attach an explanation of the circumstances leading to this request. Include the date(s) on which the bullying or harassment was reported to the school district, the person(s) to whom the bullying or harassment was reported, any attempts by the student, parent, and/or school district to halt the bullying or harassment, and the result of these attempts.	
<input type="checkbox"/> The place of residence of the student's parent or guardian and of the student has changed as a result of military orders. Attach a copy of the orders and an explanation of circumstances caused by the issuance of orders that led to this request.	Date Military Orders Issued <i>Mo./Day/Yr.</i>
<input type="checkbox"/> The student has moved into this state. Attach an explanation of the circumstances leading to this request.	Date Student Moved into State <i>Mo./Day/Yr.</i>
<input type="checkbox"/> The student's residence has changed as a result of a court order or custody agreement or because the student was placed in a foster home or with a person other than the student's parent, or removed from a foster home or from the home of a person other than the student's parent. Attach a copy of any court order, custody agreement, or other document pertaining to the change of the student's residence. Attach an explanation of the circumstances that lead to this request.	Date Student Changed Residence <i>Mo./Day/Yr.</i>
<input type="checkbox"/> An exception to the open enrollment application period is in the best interest of the student. Attach an explanation of the circumstances leading to this request.	

III. SIGNATURE

I AM THE PARENT OR LEGAL GUARDIAN of the above-named student or I am the student age 18 or older. I am requesting an exception to the open enrollment application period for the reason(s) given above. All of the requested information is provided and is complete and correct. I grant permission to the school district my child is attending to provide a copy of my child's individualized education program (IEP) and acknowledge that the school district my child is attending may provide a copy of any expulsion order or information about any pending disciplinary proceeding involving the student.

Signature of Parent or Legal Guardian or Student if 18 or Older 	Date Signed <i>Mo./Day/Yr.</i>
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IV. INSTRUCTIONS

<p>Instructions to the Parent/Legal Guardian or Adult Student</p> <p>Complete this form, include all attachments, and send or deliver this form to the nonresident school district to which you are applying. You may apply to no more than three nonresident school districts in this school year.</p> <p>The nonresident school district may deny the application for the same reasons it may deny an application submitted during the open enrollment application period. There is no provision in the statutes for parents to appeal a nonresident school district's decision.</p> <p>The resident school district may only deny an application for the following reasons:</p> <ul style="list-style-type: none"> • The resident school district determines that the criteria relied on by the applicant does not apply to the student. • The cost to provide the special education and related services in the nonresident school district constitutes an undue financial burden to the resident school district in light of its total economic circumstances. • The resident school district does not agree that the transfer is in the best interest of the student. <p>The resident district may not deny an application if it is based on the resident school district's finding that the student has been the victim of a violent crime.</p> <p>Instructions to the Nonresident School District</p> <p>Immediately upon receipt of this form, send a copy of the form and all attachments to the resident school district indicated on the form.</p> <p>Upon receipt of the individualized education program (IEP), send an estimate of any actual, additional costs to implement the student's IEP in the nonresident school district.</p>	<p>Within 20 days of receiving the form, notify the parent, in writing, whether the application is approved or denied.</p> <p>The nonresident school district may deny the application for the same reasons it may deny an application submitted during the regular open enrollment application period.</p> <p>The nonresident school district may deny the application if it does not agree that the transfer is in the best interest of the student.</p> <p>Instructions to the Resident School District</p> <p>Immediately upon receipt of this form, send a copy of the individualized education program (IEP) if the student is a child with a disability, and of any expulsion order or information about any pending disciplinary proceeding concerning the student.</p> <p>Notify the parent, in writing, whether the application is approved or denied.</p> <p>The resident school district may only deny an application for the following reasons:</p> <ul style="list-style-type: none"> • The resident school district determines that the criteria relied on by the applicant does not apply to the student. • The cost to provide the special education and related services in the nonresident school district constitutes an undue financial burden to the resident school district in light its total economic circumstances. • The resident school district does not agree that the transfer is in the best interest of the student. <p>The resident district may not deny an application if it is based on the resident school district's finding that the student has been the victim of a violent crime.</p>
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