



## Erie High School FAQ on Open Enrollment

### What is Open Enrollment?

Students who desire to attend a school or program outside of their designated attendance area may apply for Open Enrollment/Nonresidence authorization for the school or program of their choice. In order to apply, an Open Enrollment/Nonresident Application must be filled out.

### Students who need to turn in an open enrollment application:

- Erie Middle School open enrolled 8th graders
- SVVSD students not in EHS attendance area (check your address at [www.svvsd.org](http://www.svvsd.org) > Parents & Students > SVVSD Resources > Maps & Boundaries)
- Students living outside of St. Vrain Valley School District

### I live in your attendance area but do not attend Erie Middle School. How do I enroll my student?

Please contact Mrs. Tapia, our Registrar, for details on enrolling your student at EHS. If you're coming from within SVVSD (i.e. Flagstaff Academy or any SVVSD charter schools), our Registrar will need to confirm residential & contact information and enroll you in Infinite Campus. If you're coming from outside SVVSD, you'll need to complete online registration and turn in all required documentation before enrollment is complete. Mrs. Tapia can be reached at (720) 494-3865 or via email at: [tapia\\_leticia@svvsd.org](mailto:tapia_leticia@svvsd.org)

### I currently have an open enrolled student attending EHS; will his/her sibling be accepted?

Open enrollment will be approved for a younger sibling if the older sibling will be enrolled at the school for at least one more year. Parents DO need to turn in an open enrollment application for their younger child even if an older sibling is already attending.

### How do I get a copy of the Open Enrollment Application?

The application can be picked up at our front office or found on our school website: [www.goerietigers.com](http://www.goerietigers.com) > Student Enrollment Tab. Each student needs an application.

### When will Erie High School's Open Enrollment occur?

SVVSD's Open Enrollment period for the 2017-2018 school year begins on December 1, 2016 and ends January 17, 2017. Applications submitted after the January 17 deadline will be added to the waitlist.

### How do I get the application to you?

Our preferred method of receiving open enrollment applications is via email or fax (listed on the application) starting at 12:00 am on December 1, 2016 through 11:59 pm on January 17, 2017. We will also accept applications in person, in the front office from 7am to 3pm, Monday through Friday. Our Registrar (or other office personnel) will time-stamp the application. **\*\*\*All applications will be logged in the order they are received. You will receive an email confirmation within 2 business days of receipt.\*\*\***

**What policies in SVVSD govern open enrollment?**

You can view the district's Open Enrollment Policy and Open Enrollment Regulation at [www.svvsd.org](http://www.svvsd.org) > Parents & Students > General Info > Enrollment & Registration

**When will we know if we have been accepted?**

Our target date to communicate to open enrollees about their status will be Tuesday, February 7, 2017. We will notify all applicants of their status.

**Can I also open enroll at other high schools?**

Yes. Once your open enrollment has been accepted at a school, we do ask that you promptly let the other schools know of your acceptance so your application can be pulled off their list or your spot can be given to another student.

**Erie High School Contact Information:**

3180 County Road 5, Erie, CO 80516

Matthew Buchler, Principal	(303) 828-4213	buchler_matthew@svvsd.org
Leticia Tapia, Registrar	(720) 494-3865	tapia_leticia@svvsd.org

**Information from the District website ([www.svvsd.org](http://www.svvsd.org))****Critical Dates for the 2017-2018 School Year**

- **December 1, 2016 to January 17, 2017: Submit applications**
- December 1 through January 17 is the period in which applications for open enrollment should be submitted to the requested school.
- **February 7, 2017: Deadline to receive application status letter from school**
- Written status letters from the requested school will be sent to the applicant approving or denying the application by February 7.
- **March 1, 2017: Deadline for school visit and open enrollment confirmation**
- Applicants who have been approved for open enrollment should visit the requested school by March 1 and confirm their desire to open enroll.

**Open Enrollment Reminders**

Not all schools allow open enrollment. Each year the Board of Education reviews school populations, enrollment projections, building capacities and staff sizes and determines which schools can permit open enrollment. Students whose applications are denied or whose applications were submitted after the January 17 deadline will be added to the waitlist of the requested school. Board policy also provides the opportunity of appeal.

For questions about enrollment or registration, contact the District Records Department at 303-702-7910.

For questions about open enrollment, please contact the District Planning Office at 303-682-7229.