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enrollment guide
The Student Assignment Process
Key Dates

- **December 6, 2013** Apply for Ruth Asawa SOTA High School for auditions
- **December 13, 2013** Lowell High School applications due
- **January 21, 2014** Last day to submit an application for school placement
- **March 14, 2014** Placement offers mailed
- **March 17-28, April 7-11, 2014** Enrollment: Register at your assigned school
Eligibility for Kindergarten

• must be five years old by September 1, 2014

• This is a one month change from the previous deadline of October 1.
Enroll into a Transitional K for 2014-15 and apply to Kindergarten in 2015-16.
How to Apply

1. Prepare documents
   - Parent/Guardian’s picture ID
   - Proof of birth of the student
   - 2 proofs of home address

2. Fill out application form
   - List as many school choices as you want

3. Apply by January 21, 2014
Where to submit your application

- At your child’s current SFUSD school or
- At your older child’s SFUSD elementary school or
- At the Educational Placement Center 555 Franklin St., Room 100 or
- At one of our satellite collection sites or
- At the Mobile Enrollment Center

*Keep a signed and dated copy of your application.*
Where
to submit
your application
at a
Satellite Collection Site

If you are new to SFUSD, be sure to bring all the appropriate documents with you.
Where to submit your application?

at the Mobile Enrollment Center

Talk to a counselor or turn in your enrollment application at the mobile locations.

Get a flyer with dates and times.
Educational Placement Center

We’re here to help!

555 Franklin Street, Room 100
San Francisco, CA 94102

Hours: 8:00 am to 4:30 pm
Monday to Friday

Come ask us about schools, programs, and the enrollment process.

Let us know if you need interpretation services in other languages.
Placement Policy

The assignment process applies to all students entering Transitional Kindergarten, Kindergarten, 6th, and 9th grades in Fall of 2014, and to any student requesting transfers into other schools.

we are committed to keeping your school choice process simple
All you need to do is...

List as many schools and programs in the order of preference

1. ...
2. ...
3. ...
4. ...
Tie-breakers

Tie-breakers are preferences used to help place students in a requested school when the number of requests for a school is greater than the number of spaces available.
Siblings

✓ Siblings live at the **same address** and have the **same parent/guardian**.

✓ Twins, triplets, and multiples are treated as individual students.

✓ You **must indicate** on the application if you want your twins to be assigned together.

✓ If you are requesting to transfer multiple siblings, there is a chance they can be separated.

**TIP**

If you are completing applications for more than one child and want them to be in the **same school**, list your school preferences in the **same order** on their applications to have the **best chance** of having them placed together.
Test Score Areas

- Areas of the city with lowest average test scores
- If you live in an area of the city that has low average test scores (the lowest 20%), this factor counts as a tie-breaker in school placement.

Use the address look up tool in our website to find out if your address falls within this area.
Elementary attendance areas are geographic borders drawn around most elementary schools throughout the district.

All students live in an attendance area for an elementary school.

Middle and high schools do not have attendance areas.
City-Wide Schools

✓ City-wide means there is no attendance area
✓ City-wide schools include all middle, high, K-8, dual immersion, newcomer schools and the SF Public Montessori School
✓ City-wide programs include newcomer, immersion and biliteracy pathways. Some schools have city-wide programs but also have attendance areas.
✓ Some schools have both attendance areas and city-wide programs
Your School Choices

Find schools that meet your needs
View boundary maps
Visit schools
sfusd.edu/enroll

Tell us

where you live
&
what your choices are

List as many schools as you want
Your School Choices

List as many school choices that will work for you and your family situation.

You will be included in the application pool for every school & program listed:
• 1 choice = 1 pool
• 20 choices = 20 pools
Transitional Kinder Tie-breakers

1. SFUSD EES
2. Sibling
3. Test Score Area
4. No tie-breakers

Your School Offer
Elementary Attendance Area
School Tie-Breakers

1. Sibling
2. Attendance Area - SFUSD PreK or TK
3. Open Enrollment
4. Test Score Area
5. Attendance area
6. No tie-breakers

Your School Offer
Elementary City-Wide School Tie-Breakers

1. Sibling
2. SFUSD PreK or TK
3. Open Enrollment
4. Test Score Area
5. No tie-breakers

Your School Offer
City-Wide Language Programs
Tie-breakers

1. Current program with sibling
2. Current program pathway
3. Sibling
4. SFUSD PreK or TK
5. Open Enrollment
6. Test Score Area
7. No tie-breakers

Your School Offer
Every K5 school in the district is matched with a single middle school, known as their middle school feeder. The middle school feeder is based on where the student attends elementary school, not where they live.
Middle School is still a choice process. You must apply for placement into a middle school. From 2012-16 there is no initial assignment nor is there a guarantee that your child will receive an assignment into the feeder school. The feeder will allow a better opportunity to receive an assignment to the feeder if you list it as one of your choices.
If the middle school feeder is a viable option, you must list it as a choice in the order of preference.
If **YOU now** are applying to **Kindergarten**

- **Important:** be aware of the middle school feeder
- **In 2017,** students will begin to receive an initial offer to 6th grade based on the elementary school they attend.
- **After** receiving their **initial assignment,** students have the opportunity to participate in an optional choice process for other schools.
## Elementary to Middle School

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Middle School Tie-breakers

1. Sibling
2. Middle School Feeder
3. Open Enrollment
4. Test Score Area
5. No tie-breakers

Your School Offer
High School Tie-breakers

1. Sibling
2. Open Enrollment
3. Test Score Area
4. No tie-breakers

Your School Offer
Admission to Ruth Asawa SF School of the Arts is by audition only.

Submit an application to SOTA by Dec. 6, 2013 in order to schedule an audition.

Submit your enrollment application by January 21, 2014 listing all your high school choices, including SOTA, in order of preference.
Lowell

- Academic and merit-based admissions criteria
- Submit your Lowell application along with your SFUSD application by December 13, 2013
- List Lowell along with all other high school choices in order of preference
- Non-SFUSD students must take the Admissions Test on January 8 or 11, 2014
- Applications for Lowell 10th through 12th grade will be available in May 2014
- There are no appeals for Lowell or SOTA.
Placement Rounds

March 14 notification of placement

You must **ENROLL** at the school site on March 17-28, or April 7-11 to confirm the assignment.
You may participate in the May and August placement periods by submitting a choice form to the EPC for each round.

The August Placement Period is a waiting pool process. You may submit a request for one school and August assignments are final.

Keep an assignment until you get a higher choice.
If you are applying for a Biliteracy or Immersion pathway, you may need to take a language assessment in the target language.

Students who speak a language other than English may be entitled to additional services.

Apply early so there’s time for assessment.

Schedule an appointment with the Educational Placement Center: 241.6085.

Saturday testing dates are available.
Transportation

✓ We’re updating the transportation plan for the 2014-2015 school year and current routes may be dramatically modified or phased out and new routes added.

✓ More route information is on the district’s website.
Special Education Services

The enrollment process for special education students is dependent upon the Service Delivery Option(s) determined by the IEP team.

Service Delivery Options:
• General Education
• Resource Specialist
• Related Services
• Separate Classes
• The majority of students with special education needs can be served at any school within SFUSD.

• Certain highly specialized and evidence-based services for particular disabilities with lower incidence rates are not available at all school sites.
The team will review, verify, and process all applications for students with IEPs.

Special Education placement counselors at the EPC can assist parents with the entire placement process, including the selection of school preference options consistent with the child’s IEP.

Please include a copy of the IEP with the enrollment application, if available.
Special Day Class (SDC)

- SDCs are a more restrictive setting and provide services with more intensive needs who cannot meaningfully benefit from instruction in a general education setting.

- Students are assigned for a majority of the school day to a separate class and are grouped by instructional need into multi-grade classrooms.
The assignment process for students with disabilities will mirror the general education process where parental choice, school capacity and the tie-breaker process play a role in determining school assignments.

Students requiring SDC services which are not available at every school will also participate in the process for placement into schools that can provide the required services.
Visit our website www.sfusd.edu/enroll

✓ **Select** features:
  • Search for schools based on your own criteria
  • Input your address to find your attendance area school

✓ Get school **summaries** about all our schools

✓ **Fill out** and **print** an enrollment application

✓ **Learn** about district policies and processes
Interactive School Selector

Tdap (Whooping Cough) Booster Shot
A California school immunization law (CA 354) requires all students entering grade 7 (or grades 7-12 for students new to California) to show proof of a Tdap pertussis booster shot. Pertussis, commonly known as whooping cough, is a highly infectious disease that is on the rise in pre-teens and teens. View more information here.

Choose school grade level:
- Elementary
- Middle
- High School

I'd like a school with:
- Specific hours
- Before School Programs
- After School Programs
- Language Programs
- Special Education Services
- Location in a certain neighborhood
- Location in a certain zipcode

School Selector Results

- Alamo Elementary School
  Grades K-5
  Outer Richmond • 250-23rd Avenue • (415) 750-3456 • More Info >
- Alvarado Elementary School
  Grades K-5
  Noe Valley • 625 Douglass Street • (415) 696-6895 • More Info >
- Argonne Elementary School
  Grades K-5
  Inner Richmond • 680-18th Avenue • (415) 750-8460 • More Info >
- Bryant Elementary School
  Grades K-5
  Mission • 2641 - 25th St • (415) 638-5720 • More Info >
- Buena Vista Horace Mann
  Grades K-8
  Mission • 3351-23rd Street • (415) 695-5881 • More Info >
- Carlmichael, Bessie (6-8 Campus)
  Grades K-8
  South of Market • 824 Harrison Street • (415) 231-7900 • More Info >
- Carlmichael, Bessie (K-5 Campus)
  Grades K-8
  South of Market • 375-7th Street • (415) 816-8441 • More Info >
- Carver, Dr. George Washington Elementary School
  Grades K-5
  Bayview • 1360 Oakdale Avenue • (415) 930-1540 • More Info >
- Chin, John Yehali Elementary School
  Grades K-5
  North Beach • 360 Broadway Street • (415) 291-7045 • More Info >
- Chinese Education Center Elementary School
  Grades K-5
  Financial District • 857 Merchant Street • (415) 291-7918 • More Info >
- Chinese Immersion School of DeAnza
  Grades K-4
  Haight Ashbury • 1250 Waller Street • (415) 241-5328 • More Info >
- Clarendon Elementary School
  Grades K-8
  Inner Sunset • 500 Clarendon Ave 94131 • (415) 759-2790 • More Info >
- Cleveland Elementary School
  Grades K-5
Address look up tool and School locator

http://www.sfpublicschools.org/php/

Resources for Parents
Apply!

請於2014年1月21日前申請

Solicite a más tardar el 21 de enero de 2014

Apply by January 21, 2014