Frequently Asked Questions about Enrollment for Transitional Students
Receiving Special Education Services
November 12, 2010

How will I know what Special Education services my child will receive?
Your child’s Individual Education Plan (IEP) describes the Special Education services they receive. For example, Inclusion services, Special Day Class services, Speech & Language services, etc. The discussion of transition options should be discussed with your child’s current Special Education service providers.

Some students might require specialized services that can only be served at specific sites (such as hearing-impaired magnets or nursing services) may get more information from the Educational Placement Center and also see a listing of schools in the Special Education Enrollment Guide.

How will students entering K, 6th and 9th grade apply for school?
All transitional students must submit an enrollment application and apply to schools that offer the special education services described in their IEP.

Transitional students receiving Inclusion services, as identified within their current IEP, may list any number of school choices at the Elementary, Middle or High school level

When is the application deadline?
Applications should be turned in by the February 18th, 2011 deadline along with a copy of the most recent signed IEP. Students applying for Kindergarten should include all the appropriate documents for proof of birth and address. Notification of school assignments will go out to families on March 18th, 2011.

How will the number of seats at each site be determined?
The goal of SFUSD is to establish natural proportions and a balance of diverse learners at each school site. Available seats will be identified with consideration of the number of students currently assigned and receiving special education services.

How will students receiving Inclusion services be assigned if there are more requests than seats available?
After a review of the IEP to confirm inclusion services, then all students will go into the assignment process using the same tiebreaker system as appropriate for that grade level. (Please refer to the Application, Placement and Enrollment Handbook for more information on tiebreakers). Seats will be held separately and students will only be included in the assignment run with other inclusion students. The number of applicants and openings for general education placements does not have an impact on inclusion assignments.

If the seats are not filled in the first placement period, they will be held open for subsequent placement periods in May and August. In August after school commences, a number of the seats may be released to be filled by general education students in the final August placement process.
How do I apply if my child wants to attend SOTA or Lowell?
Both schools have specific application and selection criteria. Students receiving Special Education services must follow the same application process as all other students. Please refer to pages 45-46 of the Application, Placement and Enrollment Handbook for more information.

What if I receive an assignment but would like to request a preferred school?
We recommend that you register at the assigned school after receiving an assignment in March 2011 to confirm enrollment. Registering at the school will not disadvantage you from getting a preferred school. You will keep the assignment until you are able to receive a preferred school.

All families have the opportunity to submit an amended choice request for the May 2011 and August 2011 placement periods listing any number of preferred schools. If a placement can be offered in May 2011 or August 2011, then you will be notified and the former assignment will be cancelled.

What about students in other grades who require inclusion services?
The assignment process for other students requiring inclusion services in non-transitional grades as well as students requiring SDC and Transition services will remain the same.

Where can I get more information about enrollment?
Contact the Special Education placement counselors at the Educational Placement Center at 555 Franklin Street, Room 100 or call 335-6995.

Where can I get more information about Special Education services?
You may go to the Special Education website at www.sfusd.edu or contact the Special Education service providers at your child’s current school site. You may also contact the Special Education services Department at 750 25th Avenue, or call 379-7656.