

# Open Enrollment – Frequently Asked Questions

## BASIC INFORMATION

**1. What is Open Enrollment?** Open Enrollment provides parents of CCSD students with another choice. Schools with available seats in Kindergarten through Grade 12 will be advertised for the purpose of allowing parents/guardians of students who do not reside in the attendance zones to express interest in enrolling their child(ren) there.

**2. Why is CCSD proceeding with Open Enrollment?** CCSD has a strong belief that when students and their parents/guardians have choices with regard to the selection of a school, they will be more engaged and ultimately students will be more successful. While the vast majority of CCSD families are satisfied with their neighborhood schools, some families believe that a different school may more readily match the needs of their child(ren).

**3. Is transportation provided for my child if they attend an Open Enrollment school?** No, CCSD transportation will not be provided for students attending school on Open Enrollment.

**4. If my child is selected to attend an Open Enrollment school, does he/she have to attend?** Yes, once the child(ren) enrolls through Open Enrollment, the family is committed to remain at that school for at least one school year.

**5. My child was selected to attend a school with Open Enrollment, are his/her siblings also allowed to attend?** No, each individual student must submit an Open Enrollment Interest Form to be considered for enrollment.

**6. Are students allowed to participate in sports and/or other school activities at Open Enrollment schools?** Yes. A student who enrolls in an Open Enrollment school is eligible to participate in student athletics. If a student returns to his/her zoned school or makes any other subsequent changes in enrollment, he/she would be ineligible for the remainder of that school year and for 180 school days in any sport in which his/her name appeared on a NIAA (Nevada Interscholastic Activities Association) roster during his/her attendance at the Open Enrollment school.

**7. Can my child re-apply to another school in the following year?** Yes. Students/families may submit an application for a different school during the next year's application process.

**8. If my child is selected to attend an Open Enrollment elementary school, is he/she automatically zoned for that neighborhood's corresponding middle and high schools?** No, the child is only eligible to attend the elementary school through grade 5. Beyond 5<sup>th</sup> grade, the parent/guardian would need to submit another Open Enrollment Interest Form to attend the feeder middle school, if seats are available.

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**9. Who can I contact for more information about Open Enrollment?** Questions regarding Open Enrollment may be sent by email to [OpenEnroll@nv.ccsd.net](mailto:OpenEnroll@nv.ccsd.net) or call the Demographics, Zoning and GIS Department at 702-799-6430.

## APPLICATION PROCESS

**10. Where can I find an Open Enrollment Interest Form?** Open Enrollment Interest Forms may be found online at [dztg.ccsd.net](http://dztg.ccsd.net) under the Open Enrollment link. On the It's Your Choice! page scroll down to Open Enrollment Website and select the Open Enrollment App. Public computers, with Internet access, are available at all CCSD schools and at libraries throughout the community.

**11. I submitted my child's interest form early; why was my child not selected to attend the school he/she expressed interest in?** Open Enrollment will be granted on a first come, first served basis. Once parents/guardian receive the acceptance letter, they must enroll the child(ren) at the school as soon as possible in order to secure their enrollment. Once a school has reached allotted capacity of Open Enrollment, the school will no longer enroll any additional students through Open Enrollment for that school year.

**12. When will I know if my child is selected to attend the school for which we submitted an interest form?** Parents/guardians will be notified by email as to the status of their application as soon as the application has been processed. Parents/guardians approved for their open enrollment selection will be sent an acceptance letter by email, which they must take to enroll at the school in order to secure their enrollment. Obtaining the letter does not hold a child's seat or guarantee the seat. Parents/guardians must take the letter, proof of address, and identification and register the student to ensure their participation.

**13. How many schools can I express interest in?** A parent/guardian may express interest in one (1) school per child. If that application is denied, you may apply for another school.

**14. What is the deadline for the interest forms?** The deadline is three weeks before the start of the new school year, in order to allow time for processing and parents/guardians to enroll the student at the school. Interest forms may be submitted mid-April to mid-July for the upcoming school year.

**15. What if I miss the Open Enrollment deadline, may I apply late?** No, students must be enrolled in the school prior to the week before school starts.

**16. Do I have to re-submit an Interest Form for Open Enrollment every school year?** No, students selected to attend a school through Open Enrollment may remain at the school through the final grade served at the school. Open Enrollment does not provide for students to be promoted from one level of school to another (e.g. elementary to feeder middle school).

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**17. If my child is currently attending a school on a zone variance, do I need to continue to apply for a zone variance or submit an Open Enrollment Interest Form?** The zone variance is approved year to year by the school's administration. If seats are available at your child's school, it is strongly suggested that you submit an Open Enrollment Interest Form which, if approved, is valid until the child completes his/her last year at that school. If the school does not have seats available through Open Enrollment, you will need to apply for a zone variance for the next school year.

**18. My child applied for a magnet program; could we also apply for Open Enrollment in case we do not get selected for the magnet program?** Students selected to attend magnet programs/schools go through a different selection process, and should be notified by mid-March. Parents/Guardians should not apply for Open Enrollment until the notification of acceptance into a CTA/Magnet/Select school has been received. If the student is not accepted into the CTA/Magnet/Select School, Open Enrollment is still an option.

## SCHOOL INFORMATION

**19. Where can I find a list of schools and the number of seats those schools have available for Open Enrollment?** In the spring of each year, a list of all schools with available seats for the coming school year will be posted at [dzc.ccsd.net](http://dzc.ccsd.net) under the Open Enrollment link. On the It's Your Choice! page scroll down to Open Enrollment Website and select the Open Enrollment App. As seats are allocated there will be fewer seats than shown. Additionally, a list of schools with seats available will be found by accessing the Open Enrollment Interest Form.

**20. Are all schools eligible for Open Enrollment?** No, only schools that are 3 percent or more below capacity after a seat is held for each zoned student are eligible for Open Enrollment. Additionally, magnet programs and Career and Technical Academies are not eligible for Open Enrollment. The number of available seats varies from school to school and for each grade level.

**21. Are there any schools that are not accepting interest forms for Open Enrollment?** Yes, schools that are at or above their capacity will not participate in Open Enrollment. Additionally, Career and Technical Academies, Magnet and Select programs will not participate in Open Enrollment.

**22. Where can I research background information on the schools with Open Enrollment?** Parents/guardians are strongly encouraged to go to schools' websites and review school growth model data, Accountability Reports and other program information. Search for school contact information and websites by visiting [ccsd.net](http://ccsd.net) and select the Schools tab.

**23. Can my child attend an Open Enrollment school but graduate from his/her zoned high school?** No, your child will only be allowed to participate in the graduation ceremony at the high school he/she is attending.

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**24. How will class size be impacted by Open Enrollment?** Class size should not be impacted by Open Enrollment as schools will only participate based on the number of open seats after a thorough review of their building capacity and projected student enrollment.

**25. Can I choose my child's teachers or classroom?** No, however, parents/guardians are always encouraged to visit with their children's school personnel to make them aware of their children's educational needs.

**26. Will my zoned school be over- or under-populated?** No, Open Enrollment is not expected to cause a neighborhood school to become over- or under-populated. As with any of our schools, unanticipated growth in a neighborhood can contribute to a school's enrollment going beyond projections.

## SPECIAL SCHOOLS AND PROGRAMS

**27. Are Career and Technical Academies (CTAs), Magnet and/or Select schools accepting Open Enrollment Interest Forms?** No, you may apply for these programs at [magnet.ccsd.net](http://magnet.ccsd.net). Career and Technical Academies (CTAs) and Magnet schools accept applications between October and January. Select schools will also accept applications between October and January, while Open Enrollment will accept applications between mid-April and mid-July for the upcoming school year.

**28. My child receives special education services, is he/she eligible for Open Enrollment?** Yes, students with disabilities are eligible for Open Enrollment where space and required programs are available.

**29. My child is enrolled in the English Language Learner program, is he/she eligible to apply for Open Enrollment?** Yes.