

Date received at ESC: _____

Received By: _____

- I am a resident of the Edmonds School District
- I am a Non-resident, residing in the _____ School District
 - Important – Middle and High School students: Applications must be received at the Edmonds School District office by Monday, February 10, 2020. Applications received after this date will be considered on space availability at our middle and high schools that are open to school change.
 - Complete this application and submit directly to the Edmonds School District, 20420 68th Ave. W, Lynnwood, 98036
 - This process does not apply to Madrona K-8, Maplewood K-8, Edmonds-Heights K-12, eLearning Academy or Scriber Lake

To be completed by the parent/guardian or eligible student (18 years or older).

Name of Student Requesting School Change: _____

Grade Level in 2020-2021: _____

Date of Birth: _____

Name(s) of sibling(s) currently at requested school: _____

Parent Name: _____ Daytime Phone: (_____) _____

Resident Address: _____ Email: _____

City-Zip Code: _____ Assigned School: _____

I am requesting school change to the following school: First Choice: _____ Second Choice: _____

Please check the appropriate reasons or rationale for requesting a school change - Student is:

- Child of parent who is a full time employee of the Edmonds School District
- Sibling of current school change student or student enrolled in Challenge, Consolidated Health Service, Intensive Support, Emotional/Behavioral Disability or Transition programs. **IMPORTANT NOTE:** If approved, parents must transport siblings of students receiving special education busing.
- International Baccalaureate (IB) or STEM Magnet
- Currently enrolled in Special Education (IEP or 504 Plan)? **Non-Resident students attach copy of IEP or 504**
- Other _____

My signature below indicates that I understand the following:

1. If my request for school change is approved, I understand that I must enroll my child at the approved school within 2 weeks of approval or my request for school change will be revoked.
2. If approved, I understand **I would be responsible for transportation to and from school and will deliver and pick up my child on time.**
3. I acknowledge and give permission for the Edmonds School District to obtain information about my student regarding discipline, gang membership, suspension/expulsion, attendance, and/or special service programs from the last school attended. I acknowledge notification of the transfer of records/information as required by the Family Educational Rights and Privacy Act of 2000 (FERPA). Student information obtained will be treated in a confidential manner and will not be transmitted to a third party without my permission.
4. **If this school change request is denied, I understand I have ten (10) school days after receipt of denial to appeal the decision.**
5. I have read and understand the information found on the back of this form.

Signature of Parent/Guardian or Student if 18 or older

Date

District Use

Approved (School) : _____ / _____ / _____
Date Date

Denied : _____ / _____ / _____
Date Date

For Office Use	
<input type="checkbox"/> Attendance	<input type="checkbox"/> Sibling
<input type="checkbox"/> Discipline	<input type="checkbox"/> IEP
<input type="checkbox"/> Grades/GPA	<input type="checkbox"/> 504
<input type="checkbox"/> Skyward	<input type="checkbox"/> CTR

Elementary and Secondary School Change Information 2020-2021

Please follow the instructions below to apply for school change. **It is important that parents register their students** at their assigned school while waiting for an answer on school change enrollment.

Secondary - Grades 7-12

Schools OPEN to school change: These schools will be OPEN to accept school change requests for September 2020 as space is available: College Place Middle, Lynnwood High, and Mountlake Terrace High.

International Baccalaureate (IB) – Is open to current 8th grade students who reside in the Edmonds School District service area.

STEM Magnet High School - is a "Choice Program" available to students in the district. Prior to completing a School Change Application students will need to submit an online application to register for the Stem Program by visiting MTHS Magnet STEM Program Website at <https://stem.edmonds.wednet.edu>. The application is available beginning Friday, November 22, and will be due by January 31, 2020. Only students who reside outside the Mountlake Terrace High School service area will be required to complete the School Change Application.

Secondary applications must be received at the Edmonds School District office by Monday, February 10, 2020.

- Please make plans for your student to begin at his/her neighborhood school until seat capacity for school change students is determined.
- All applications received by the school change deadline that meet the eligibility requirements will be accepted up to the number of spaces available at requested school:
 - When space is available, siblings of students who are currently enrolled may be accepted for school change to the same school provided the eligibility criteria are met by the sibling
- In-district school change is only open to those students who are in good academic standing (No "F" grades and above a 2.0 GPA), have satisfactory attendance (no unexcused absences or excessive tardiness), and have no severe behavior violations (suspensions)
- All secondary level applications received after the deadline will be considered in order received and space availability
- Out of district families may apply to attend any OPEN school. All students who apply to the District will be considered based upon the same criteria

Secondary - Grades 7-12 - Schools CLOSED to school change:

These schools are CLOSED to school change students for 2020-21 school year: Alderwood Middle, Brier Terrace Middle, Meadowdale Middle, Edmonds-Woodway High, and Meadowdale High.

Elementary - Kindergarten through Grade 6:

Requests for School Change at District elementary schools will be reviewed by the Assistant Superintendent for Elementary Education. We will notify you by June 30, 2020 as to the status of your request. **Please be specific with your reason for requesting school change. While we welcome your application and interest, there is no guarantee of approval.**

The requests below may be approved before June 30, 2020:

- As required by the state of Washington, children of eligible full time employees of the Edmonds School District
- Approved if there is space available at the time the request was submitted, siblings of:
 - Previously approved School Change students (this student must also attend the transfer school in 2020-2021)
 - Students who are/will be enrolled in a Challenge, Consolidated Health, or a special education self-contained classroom within the District

Submit this school change application to the Edmonds School District:

- Mail or delivery to the Edmonds School District at 20420 68th Ave W, Lynnwood, WA 98036
- FAX to 425-431-7182
- Email to roehls@edmonds.wednet.edu (elementary) or andersonl@edmonds.wednet.edu (secondary)

If you have additional questions about the school change process, please contact Leslie Anderson (secondary) at 425-431-7094 or Shelley Roehl (elementary) 425-431-7176.