

Please Print



2012-2013 ORLEANS PARISH SCHOOL BOARD (OPSB) "SCHOOLS OF EXCELLENCE"

GRADE APPLYING

PLEASE SIGN APPLICATION LOG WHEN SUBMITTING APPLICATION TO THE SCHOOLS

PLEASE READ THE APPLICATION CAREFULLY BEFORE COMPLETING AND RETURNING TO THE SCHOOL(S) WHERE YOU ARE APPLYING

For applicants applying to multiple OPSB Schools, one application must be completed for each school to which admission is being sought. Completed applications should be returned to the school(s) at which the student is applying. No faxed applications will be accepted. Applications must be received by 2:00pm December 2, 2011 in order to be considered timely. All letters of acceptance/non-acceptance will be issued by April 16, 2012. Parents are required to accept admission by April 23, 2012, if offered. An incomplete application will delay processing and may prevent acceptance. Late applications will only be processed if vacancies still exist.

General Directions: Applications Must be Completed in BLACK INK ♦ Please PRINT All Information

1. Student's Last Name, First Name & Middle Initial (Please print name as it appears on the birth certificate)

2. Student's Address/Apt. No. (For proof of residence: P. O. Box not accepted) 3a. Student's Date of Birth (MM/DD/YYYY)

City, State Zip code 3b. Student's Social Security #

4. Sex

Male Female

5. Race/Ethnic Category (Shade only one)

Asian/Pacific Islander Hispanic Black (Non-Hispanic) White (Non-Hispanic) Native American

7. Mailing address, if other than residential address.

Not applicable Street or P. O. Box City, State Zip code

6a. Parent/Legal Guardian (Full Name)

Parent/Legal Guardian (Full Name)

8a. Phone Number (Area Code)

8b. Alternative Phone Number

8c. Fax Number

8d. Email address

6b. Relationship to Student

9a. If applying to an elementary school, does the student have a sibling* currently enrolled in this school or applying for admission to this school?

Yes No N/A

*Siblings, for purposes of this regulation, must reside in the same household as the admitted or enrolled student.

9b. If yes, please list the sibling's name and grade.

Name Grade

9c. Indicate status of sibling as

currently attending OR applying for admission

11. Indicate the name of the SCHOOL in the box and GRADE to which student is applying 2012-2013 (next year.) Mark the box below next to the school for which the student is seeking admission.

Table with 2 columns: School, Grade Applying

Table listing schools: Bethune Elementary School, Benjamin Franklin Elementary School, McDonogh #35 High School, McMinn High School, Architecture, Design & Engineering High School, Mahalia Jackson Elementary School.

REMEMBER THAT A SEPARATE APPLICATION MUST BE SUBMITTED FOR EACH SCHOOL TO WHICH ADMISSION IS BEING SOUGHT.

STUDENT'S NAME: _____

12. Type of school your child currently attends

- Public school
- Non-public (parochial or private) school
- Not applicable (students applying for admission to Pre-K/ kindergarten only)
- Home School
- Out of State

13. Please check any educational designations of the child.

- Gifted
- 504 Accommodation Plan
- Talented in _____
- Other _____
- N/A
- Special Education Disabled
- Primary Home Language Other Than English (PHLOTE)
- English as a Second Language (ESL)

14. Please indicate the total number of years in which the student was enrolled in a New Orleans Public School.

Years N/A

15. Check the grade level for each year attending public school in Orleans Parish.

N/A 1 2 3 4 5 6 7 8

16. Does the student have domicile (live) in the city of New Orleans? Yes No

Students relocating to New Orleans must submit a letter of explanation and present domicile documents by school's registration date.

As proof of domicile, the applicant shall ATTACH COPIES of the following documents to this application:

(1) **Three** of the **documents** listed below must be in the name of the parent, custodian/legal guardian.

Please check the boxes of each document you are attaching to the application).

<input type="checkbox"/> Voter Registration Card	<input type="checkbox"/> Utility Bill	<input type="checkbox"/> Current Lease	<input type="checkbox"/> Payroll Check Stub
<input type="checkbox"/> Vehicle Registration	<input type="checkbox"/> Telephone Bill	<input type="checkbox"/> Property Tax Form	<input type="checkbox"/> W-2 Form
<input type="checkbox"/> Driver's License	<input type="checkbox"/> Sewerage and Water Board Bill	<input type="checkbox"/> Federal Income Tax Return	<input type="checkbox"/> Letter from the Case Worker
<input type="checkbox"/> State Identification Card	<input type="checkbox"/> AFDC Card	<input type="checkbox"/> State Income Tax Return	

* Guardians are not required to disclose information on his/her Federal or State Income Tax return that does not pertain to verification of domicile and may remove such information.

- Completed applications should be returned to the school of application by **2:00 p.m., December 2, 2011** Student's ACCEPTANCE of school placement is FINAL.
- Any student who submits an acceptance letter for more than one OPSB will be automatically disqualified from attending any OPSB.
- Kindergarten students must be 5 years old by September 30th to be eligible for enrollment in any public school.
- Pre-kindergarten students must be 4 years old by September 30th to be eligible for enrollment in any public school.

PLEASE CHECK THE BOX OF EACH DOCUMENT YOU ARE ATTACHING TO THE APPLICATION.

- | | |
|--|---|
| <input type="checkbox"/> Attach a copy of student's birth certificate | <input type="checkbox"/> Attach a copy of student's social security card |
| <input type="checkbox"/> Three different proofs of domicile (see listing) | <input type="checkbox"/> Recommendation Letter (Required for 1 st - 12 th) |
| <input type="checkbox"/> Report cards 1 st quarter 2011-2012 | <input type="checkbox"/> Individualized Accommodation Plan - 504 (IAP) |
| <input type="checkbox"/> Any other documents required by school [Supporting Information to be attached to Application]. | <input type="checkbox"/> Individualized Educational Plan for Special Education (IEP) |

I certify that I am legally responsible for the child for whom the application is being made and have the legal right to apply, on behalf of the child, for admission and to register the child if admission is offered. I have responded to all sections of this application and certify that all the information contained herein is true to the best of my knowledge. I understand that falsification of any part of this application will render the whole application ineligible and any admission offered would thereby be revoked.

If you are not the student's birth parent, please provide a Certified True Copy of the Transfer of Custody/Legal Guardianship (Documentation indicating the purpose for the transfer of custody may also be requested) Legal Guardians must be (1) appointed by the court, (2) awarded custody by a court judgment or (3) granted temporary or permanent custody by a state agency. **(A NOTARIZED STATEMENT IS NOT CONSIDERED PROOF OF GUARDIANSHIP.)**

Signature of Parent/Legal Guardian _____

Date _____