



Torrance Unified School District  
Family Welcome Enrollment Center  
2336 Plaza Del Amo ~ Torrance, CA 90501 ~ (310) 972-6280

## OPEN ENROLLMENT APPLICATION – TUSD RESIDENTS 2018-19 School Year

### APPLICATION TIMELINE

**JANUARY 8, 2018 – FEBRUARY 28, 2018 (4:00pm) – NO LATE APPLICATIONS WILL BE ACCEPTED**

### IMPORTANT INFORMATION ABOUT OPEN ENROLLMENT

- Submitting the application DOES NOT GUARANTEE approval at the requested school.
- Submitting the Open Enrollment Application DOES NOT mean your student is enrolled in TUSD.
- All applications are considered equally – **IT IS NOT FIRST COME FIRST SERVED.**
- Siblings WILL NOT automatically follow an older sibling already on Open Enrollment, you must apply for each student separately.
- Transportation to the school of choice WILL NOT be provided.
- **IMPORTANT** – Open Enrollment PERMANENTLY changes your current school as well as the feeder middle and high school.

### APPLICATION PROCESS

- **ALL** applications must be completed by the parent/guardian and be submitted **IN PERSON** to the correct office.
- You may only submit **ONE** application per student.
- Where to submit your application:
  - ~ Applying for grades TK – 8: Family Welcome Enrollment Center (address above)
  - ~ Applying for grades 9 – 12: Submit your application directly to the High School of choice

### LOTTERY

- A computer generated lottery is held to assign a random unbiased order in which students are placed on the Open Enrollment list.

### NOTIFICATION

- Parent/Guardian will receive a letter indicating approval or waitlist status via U.S. mail by the end of the 2017-18 school year.
- If your student was placed on a waitlist the letter will indicated their number on the waitlist.
- If your student was placed on a waitlist, you will be notified via U.S. mail IF SPACE BECOMES AVAILABLE.

### CONFIRMATION

- If Open Enrollment is approved, parent/guardian must complete and return the confirmation letter **BY THE SPECIFIED DATE** to the appropriate office **IN PERSON**.
  - ~ Confirmation for grades TK -8: Family Welcome Enrollment Center
  - ~ Confirmation for grades 9 – 12: Submit to the High School of acceptance

**PLEASE BE ADVISED:** If your student is not currently enrolled in TUSD you **MUST** enroll them at the time you submit your confirmation letter.

