



El Monte Union High School District

3537 Johnson Avenue • El Monte, California 91731
(626) 444-9005

September 2024

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Dear Parents and Guardians,

We want to inform you about the Open Enrollment process for the 2025-2026 school year within the El Monte Union High School District (EMUHSD). Open Enrollment allows families to request attendance at another school within the EMUHSD. To be eligible, your student must reside within the EMUHSD school boundaries.

If you wish to enroll your child in a school other than their school of residence within the El Monte Union High School District, you can request during the Open Enrollment period from October 28 to November 8, 2024. It's important to note that late applications will not be accepted, so please plan accordingly.

Open Enrollment General Information

GENERAL INFORMATION

The El Monte Union High School District offers all parents and students the opportunity to seek the school of their choice within the district through the Open Enrollment process, which is held once a year during a two-week window. Openings at each school site are determined by the following:

1. Physical space available to house students.'
2. Teaching staff available to adequately teach students.

OPEN ENROLLMENT PROCEDURES

1. The parent/guardian completes the online application found on the district's website.
 - a. Students must reside with a parent or legal guardian.
 - b. The Guardian must be court-appointed or have educational rights.
 - c. The parent/guardian address must be used for enrollment purposes.
 - d. Verification of address and email address will be requested.
 - e. A parent/guardian must attend a mandatory informational meeting (in-person or virtual) to be considered in the lottery.
2. Space and availability determine if a specific school or program can accept additional students.
3. Only one application per child is considered; duplicate applications are not considered. Each application is considered according to space availability at the school of choice. A lottery system will determine which students will be admitted to schools.
4. All applicants will be notified before the beginning of the Spring semester.
5. Parents must enroll their son/daughter in the school in their attendance area until notified of the approval.

ATHLETIC ELIGIBILITY

Please note that eligibility may be affected for students in grades 9, 10, and 11 who participate in athletics. These students may lose a year's eligibility under current California Interscholastic Federation rules. It is recommended that the parents check with the school before making this transfer application.

NOTE: Under no circumstances may students attending schools other than their school of residence displace a resident student.

I sincerely hope that the questions and answers provided have helped you understand the Open Enrollment process. The Board of Trustees and staff at El Monte Union High School are dedicated to providing excellent educational programs in all our schools. We are confident that every student in our schools will have a fulfilling experience. If you require further information or have additional questions after reading this, please feel free to call us at (626) 444-9005 or email us at victoria.sic@emuhsd.org.

Sincerely,

Laura Rivas, Ed.D.
Assistant Superintendent for Educational Services

Open Enrollment Questions and Answers

- **HOW DO I KNOW WHICH SCHOOL IS MY SCHOOL OF RESIDENCE?**

You can visit the website at <https://portal.schoolsitelocator.com/apps/ssl/?districtcode=47473>. To receive accurate information, please enter the address where the student physically resides. Or you may inquire in person by visiting the District Office located at 3537 Johnson Avenue.

- **DO YOU NEED TO APPLY?**

- **Current 9-11:** No action is necessary if you wish for your student to continue attending their current school.
- **Current 8th:** No action is needed if you would like your student to remain in their assigned school.
- An application must be submitted to request a school change for the **25-26** school year.

- **HOW DO I REQUEST A DIFFERENT SCHOOL WITHIN THE EMUHSD FOR MY STUDENT?**

You may request placement in a different EMUHSD school by applying on the district's website at <https://www.emuhsd.org/Page/246>. The window to request a different school is open **October 28 – November 8, 2024**.

- **WILL MY CHILD BE PLACED IN THE SCHOOL I REQUESTED DURING OPEN ENROLLMENT?**

A lottery process will be used to approve open enrollment requests, depending on the number of requests and available spots. Therefore, your child may not be placed at the requested school.

- **WHAT IF MY STUDENT IS NOT SELECTED DURING OPEN ENROLLMENT?**

Students not selected for the school of their choice will be assigned to their school of residence. If a student is not assigned to the school of their choice, they will be placed on a waiting list. If enrollment spots become available, students on the waitlist will be randomly selected through a lottery process.

- **I WAS PREVIOUSLY APPROVED UNDER OPEN ENROLLMENT; DO I NEED TO APPLY FOR OPEN ENROLLMENT AGAIN?**

No, you do not need to renew your child's Open Enrollment transfer.

- **IS TRANSPORTATION PROVIDED TO THE SCHOOL IF APPROVED?**

Transportation is **not** provided to any school. It is the parent/guardian's responsibility to coordinate and facilitate transportation to ensure the student is able to attend school and is on time daily.