Jim Thorpe Area School District

Book	Policy Manual
Section	200 Pupils
Title	Enrollment of Students
Code	200
Status	Recommended
Legal	1. 24 P.S. 1301 2. 24 P.S. 1302 3. 22 PA Code 11.11 4. 22 PA Code 11.41 5. 24 P.S. 1331.1 6. 24 P.S. 1302.1 7. 22 PA Code 11.12 8. 22 PA Code 12.1 9. Pol. 202 10. 24 P.S. 1303a 11. 24 P.S. 1304-A 12. Pol. 203 13. Pol. 216.1 14. Pol. 251 15. 24 P.S. 7302 16. Pol. 254 17. Pol. 138 Pol. 201 Interstate Compact on Educational Opportunity for Military Children (MIC3)
Adopted	May 11, 2009
Last Reviewed	November 17, 2025

Authority

The Board shall enroll school age students eligible to attend district schools, in accordance with applicable laws and regulations, Board policy and administrative regulations.[1][2][3][4][5]**[6]**

Definitions

School age shall be defined as the period from the earliest admission age for the district's kindergarten program until graduation from high school or the end of the school term in which a student reaches the age of twenty-one (21) years, whichever occurs first.[1][7]

District of residence shall be defined as the school district in which a student's parents/guardians reside.[2][3]

Guidelines

School age resident students and eligible nonresident students shall be entitled to attend district schools.[1][2][3]**[6]**[8]**[9]**

The district shall not enroll a student until the parent/guardian has submitted proof of the student's age, residence and immunizations and a completed Parental Registration Statement, as required by law and regulations**, except as follows:**[1][2][3][10][11][12][13]

1. ***Students Experiencing Educational Instability -***

   The district shall immediately enroll students experiencing homelessness, foster care and other forms of educational instability, even if the student or parent/guardian is unable to produce the required documents, in accordance with law, regulation and Board policy.[5][14]

2. ***Children of Active Duty Military Families -***

   The district shall facilitate the timely enrollment and permit advanced enrollment of children of active duty military families, in accordance with law and Board policy. To qualify for advanced enrollment, prior to establishing residency in the district, a copy of the official military orders shall be provided to the district along with proof of the parent's/guardian's intention to move into the district. The parent/guardian must provide proof of residence within forty-five (45) days after the arrival date stated in the military orders.[6][15][16]

The district shall administer a home language survey to all students enrolling in district schools for the first time.[3][17]

The district shall normally enroll a school age, eligible student the next business day, but no later than five (5) business days after application.[3]

The district shall not inquire about the immigration status of a student as part of the enrollment process.[3]

Delegation of Responsibility

The Superintendent or designee shall annually notify students, parents/guardians and staff about the district's enrollment policy by publishing such policy in the student handbook, parent newsletters, district website and other efficient methods.[4]

The Superintendent or designee shall develop and disseminate administrative regulations for the enrollment of eligible students in district schools.

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