WEBER SCHOOL DISTRICT
STANDARD OPEN ENROLLMENT APPLICATION

Date of Application:_____ Date Received By Office Personnel:_____

Please check the appropriate box:

☐ **Early Enrollment Period Transfer Application** (Submitted between December 15, 2025 through March 6, 2026 in order to transfer the following school year.)

☐ **Late Enrollment Period Transfer Application** (Submitted outside of the early enrollment period.)

Please indicate the year requested: ☐ Current year, 20____ ☐ Next year, 20____

An enrolled nonresident student shall be permitted to remain enrolled in a school, subject to the same rules and standards as resident students, without renewed applications in subsequent years unless any of the following occurs:

- The student graduates or is no longer a Utah resident
- The student is suspended or expelled from school
- The student moves from elementary to junior high or junior high to high school.
- The district determines that enrollment will exceed the open enrollment threshold.

Student Name _____ Current Grade _____ Student # _____
Legal Address _____ Phone _____ Birthdate _____
City _____ State _____ Zip _____

Boundary School _____ **Requested School** _____
Current School _____ Reason for Request _____

Does your student currently have any of the educational support plans listed below?

☐ 504 ☐ EL ☐ IEP: Speech/Resource Services ☐ IEP: Special Class/Self-Contained

Has your student established UHSAA eligibility at another school? ☐ Yes: School_____ ☐ No

Has the student ever been suspended or expelled from a public school?* ☐ Yes ☐ No

If yes, please explain: _____

I understand that all transfer requests are contingent on early enrollment capacity ("maximum capacity") or late enrollment school capacity ("adjusted capacity"), special program limitations, staff availability, and/or circumstances under 53G-6-403(2). If this request is granted, I agree that my child must remain at the requested school through the end of the requested school year. I understand that I, as a parent or guardian, am responsible for transporting my student to and from school. I understand that a student's acceptance into a school or district does not establish UHSAA eligibility.

_____ _____ _____
Parent/Guardian Signature Home Phone Work Phone

_____ _____
Parent/Guardian - Please print Parent's Email Address

☐ Approved ☐ Referred for further review ☐ Denied: Reason for denial _____

Signature of Principal _____ Date _____

*A student may be denied an open enrollment opportunity if the student has been suspended or expelled from a public school consistent with 53G-6-402(3)(b). A student with prior behavioral problems may be granted ***provisional enrollment*** provided the student and parent sign an agreement with the school or the school district (1) establishing the conditions of continued enrollment and (2) notifying the parents/student that the student will be excluded from the school if the agreement is violated. The school or school district is responsible for the agreement as allowed under Section 53G-6-403(3)(c).

Provisional enrollment: ☐ Denied ☐ Approved per attached agreement

School: After a decision is made, fax a copy of this application to Student Services (476-7859)

WEBER SCHOOL DISTRICT ENROLLMENT OPTIONS/RESIDENCY REQUIREMENTS

If you are a resident of a Utah school district other than WSD and you want to attend WSD, or if you are a resident of WSD, and you want to attend a school other than your boundary school, you must complete an application form and follow these requirements to be considered.

EARLY ENROLLMENT PERIOD
TRANSFER APPLICATION

1. The **EARLY ENROLLMENT PERIOD** begins on November 15 and continues through the first Friday in February.
2. Begin your application process at the REQUESTED school.
3. If your application is approved, you will be expected to honor that commitment for the requested school year.
4. Applications may be rejected based on: (a) unavailable space in a building, grade, class size or program; (b) unavailability of a program your student requires, including special education programs; (c) student's unwillingness to comply with district policies; (d) serious infractions of law or school rules, or chronic misbehavior at the previous school, which would, if it were to continue, endanger persons or property, cause serious disruption in the school, or place unreasonable burdens on school staff; or (e) negative effect on capacity, programs, class size, grade levels or school buildings of the resident or requested school.
5. If enrolled, you may remain enrolled unless one of the following occurs: (a) you graduate; (b) you are no longer a Utah resident; (c) you are suspended or expelled from school; (d) space is no longer available. Your school administrator will notify you by March 15 if you are to be excluded for the school year because enrollment within the school, grade level, or program will exceed 90% of capacity. The last enrolled are first excluded.
6. Attendance at a specific elementary or junior high does not guarantee attendance at a specific junior high or high school, with the exception of students enrolled in a Dual Language Immersion program in elementary school.
7. If your application is approved, you are responsible for your own transportation to and from school.
8. Although there is no guarantee, siblings of students already admitted through enrollment options have priority over other applicants.
9. UHSAA Eligibility: Secondary students admitted through open enrollment options are ineligible for UHSAA participation until approved through the UHSAA transfer process.
10. False or misleading information regarding residence or guardian information will result in the revocation of your enrollment option.
11. If you are denied enrollment or continued enrollment under this policy, you may appeal to the District Boundary Exception Committee. The Committee's decision shall be upheld in any later proceeding unless the decision is found, by clear and convincing evidence, to violate applicable law or regulations or to be arbitrary and capricious. Contact the Student Services Office at 476-7817 for information about appeals and enrollment options.
12. The application form should be completed and returned to the requested school as soon as possible before the first Friday in February. The school administrator will notify you in writing by March 31, or within six weeks of the application whichever is later, of approval or denial. You must notify an accepting school as soon as possible if you cannot attend.
13. Regardless of school capacity students may apply based on a special need. Transportation, child care, peer groups, and complaints about the current school are examples of issues the district **does not** consider to be special needs.

LATE ENROLLMENT PERIOD
TRANSFER APPLICATION

14. The **LATE ENROLLMENT PERIOD** is any time outside the Early Enrollment Period.
15. Paragraphs 2-13 above for the Early Enrollment Period apply to applications during the Late Enrollment Period. Do not check out of your resident school until you present the resident school with evidence you have been accepted at the requested school.