

OPEN ENROLLMENT GUIDELINES

Please read this information before filling out your open enrollment transfer request.

Please be sure you have followed ALL the directions. It is imperative that you correctly provide all the information requested on the application form; otherwise, your application will be rejected.

GENERAL GUIDELINES

This form is an application for an open enrollment request. Not every student who applies to change schools will receive an open enrollment transfer.

Students applying to NIHF/STEM School must complete the application process for final placement. If there are more qualified students than openings, entrance will be granted through a lottery. The lottery selection will include students from each cluster based on the home address as well as students from school districts other than Akron Public Schools. Once admitted, a student must remain at the school for the entire school year.

During the month of January, applicants will be notified in writing whether or not their name has been selected from the lottery. The complete application process as listed below must be followed. No information will be provided over the telephone, **please wait for the written notification.**

WHAT ABOUT TRANSPORTATION?

NIHF/STEM students will be eligible for transportation if: their open enrollment application to attend the NIHF/STEM school is approved, their home address is within the Akron City School District, and that residence is two miles or further from the school. Transportation for STEM students, per ORC 3327.01, will be provided to and from an identified bus stop every school day. Students not selected for NIHF/STEM and who open enroll to any other school must be transported to that school by their parents or guardians.

HOW ARE APPLICATIONS APPROVED?

Please note that open enrollment approvals to the STEM school ARE NOT based on a "first-come, first-served" basis. Applications for transfer to NIHF/STEM will be approved or denied on as follows:

- **Application Process (ALL of the following four steps are required):**

- Completed NIHF/STEM School Open Enrollment application (Incomplete applications will be disqualified).
- Lottery-selected students and at least one parent/guardian **must** attend a required meeting to remain eligible.
- After attending the required meeting, one written response (form provided by school) accepting or declining the transfer is required. **No response will be considered a declination of the offer.** Letter should be mailed to:

Amanda Morgan
Instructional Leader NIHF/STEM 199
South Broadway
Akron, Ohio 44308

- Student and at least one parent/guardian must attend an orientation session and are required to sign all necessary agreements and forms.

****Failure to complete all application requirements may result in removal of student from the enrollment roster****

- Students who are NOT accepted to the NIHF/STEM School may choose a second (2nd) open enrollment school. You will be notified of your acceptance or denial into that school by March 1, 2023.
- **Behavior:** Students who have been expelled during this school year may not be allowed an open enrollment transfer. Students who have frequently been suspended during the current school year, have excessive absences and tardies, or have been transferred by Student Services on special permits for disciplinary reasons or pupil adjustment will be reviewed by a Student Services Coordinator prior to a decision of eligibility for open enrollment.

OTHER

Additional application requirements, which include the dates and times for mandatory parent/guardian and student meetings, will be mailed to you by the NIHF/STEM School once your open enrollment form has been processed.

The Akron Board of Education does not unlawfully discriminate on the basis of sex, age, race, color, religion, disability, political affiliation or national origin in employment or in its educational program and activities.