

INSTRUCTIONS FOR LIMITED OPEN ENROLLMENT INTO UNION MINE HIGH SCHOOL FOR THE 2018–19 SCHOOL YEAR FOR INCOMING 9TH GRADERS

The El Dorado Union High School District Board of Trustees has approved limited open enrollment into Union Mine High School for the 2018–19 school year for incoming 9th grade students. Union Mine's enrollment projection for 2018–19 indicates that the school's capacity will allow for 35 limited open enrollment transfers.

To Apply:

Note—Only incoming 9th graders who reside within the El Dorado Union High School District's attendance boundaries may apply.

Applicants may obtain the *Limited Open Enrollment Transfer Request* (Form 5116.2B2), as follows:

1. At the front office at each high school within the El Dorado Union High School District.
2. On-line at www.eduhsd.net.
3. At the El Dorado Union High School District Office, located at 4675 Missouri Flat Road, Placerville.

Submission of Form:

The *Limited Open Enrollment Transfer Request* may be submitted during the Limited Open Enrollment Period, from **November 17, 2017, through December 13, 2017, no later than 4:00 p.m.** (Note: Forms cannot be submitted the week of November 20–24.) Forms submitted after December 13, 2017 at 4:00 p.m. will not be considered.

One form only may be submitted by each family. Applicants must submit their form, as follows:

1. Hand-delivered to Student Services or Reception at the El Dorado Union High School District Office, located at 4675 Missouri Flat Road, Placerville. Upon receipt, the form will be date stamped, and a copy of the form will be returned to the submitter as proof of submission.
2. On-line at www.eduhsd.net. You will be sent an on-line acknowledgment of your submission.

Directions to the District Office may also be obtained on-line.

Random Selection Process:

The District will perform a computer-generated random selection using all the requests that have been received by the **December 13, 2017, 4:00 pm, deadline**. Each Request will be assigned a randomized numerical ranking based on this process, and selected requests will be offered enrollment to Union Mine High School in accordance with this ranking. However, if one of the initial 35 selected requests should decline the offer of enrollment, then enrollment will be offered to the next request on the ranked list. A waiting list will be retained until the end of the 2018–19 school year.

Siblings:

Per district policy, a student with siblings who will be concurrently attending or have attended Union Mine within the previous two (2) years will be allowed to attend Union Mine. These students will not be considered to be a part of the 35 transfers that are selected through this open enrollment process.

Younger siblings of the 35 students selected will be granted enrollment into Union Mine High School providing the student selected continues to be concurrently enrolled at Union Mine, per the District's sibling policy.

Transportation:

Parents will be responsible for providing transportation to and from school for students receiving a limited open enrollment transfer.

Questions:

Questions regarding the limited open enrollment transfer process to Union Mine High School may be directed to Student Services at (530) 622-5081 ext. 7229 or ext. 7224.

**DEADLINE TO SUBMIT REQUEST FORMS:
4:00 PM, DECEMBER 13, 2017**