



**Kenmore-Town of Tonawanda
Union Free School District**

1500 Colvin Blvd., Buffalo, NY 14223, (716) 874-8400

OPEN ENROLLMENT IS AVAILABLE FOR HIGH SCHOOL STUDENTS ONLY

OPEN ENROLLMENT REQUEST FOR: School year 20____ - 20____ *Last day for submission is July 15th*

Please check one: ☐ New ☐ DO NOT Wish to continue Open Enrollment

PRINT or TYPE all responses

Student's Name _____ Date of Birth _____

Grade (next year) ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12

Address _____ Phone No. _____

Parent(s) Name(s) _____

Services child receives: ☐ Special Education ☐ 504 ☐ RtI / AIS

School your child would attend based on your address _____

Brief reason for your request _____

- NOTES:**
1. Requests are based on space availability
 2. Parents are responsible for transportation
 3. A new request for high school requires that a copy of next year's schedule be attached
 4. If request is approved and student is new to the school, please arrange for registration and transfer of records.
 5. Open enrollment is a privilege. The principal of the receiving school may revoke this privilege for students who do not comply with the Code of Conduct and/or the principal's expectations for attendance, academics and behavior.
 6. Restrictions regarding the eligibility for interscholastic sports may apply. *Please see reverse side for details.*

Parent Signature _____

Date _____

A copy of this form indicating APPROVED or NOT APPROVED will be returned to you as soon as principals have reasonably firm enrollment data.

Receiving Principal: Please complete and return to the Office of Curriculum as soon as possible for processing.

Approved _____ Not Approved _____ If Not Approved, reason _____

Principal's Signature _____

Date _____

School _____

Reviewed by Current Counselor ☐ YES _____

Counselor name (print) _____

Counselor Signature _____

Asst. Superintendent for C, L & I _____

Date _____

**Special Education Director
(if appropriate)** _____

The Ken-Ton School Community will provide our students with the supports, tools, and diverse opportunities needed to meet the challenges of an ever-changing world. 8/2023



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To: Parent/Guardian

From: Kelly L. White, Assistant Superintendent for Curriculum, Leadership & Instruction

You have requested Open Enrollment for your child(ren) who is entering grade 8 through 12.

Open Enrollment approval is subject to available space, principal approval, attendance, behavior, and general conduct.

Please complete the form on the ***reverse side*** and return as outlined on the form.

Restrictions regarding the eligibility for interscholastic sports:

Under New York State Public High School Athletic Association (NYSPHSAA) rules, all students in grades 7-12 will have the opportunity to express interest in attempting to become candidates for our interscholastic teams.

However, to be considered each student must meet several academic, medical, residential, and behavioral standards. In addition, a transfer to another high school, even within the same district, without an appropriate change of residence will be subject to the NYSPHSAA Transfer Rule. This includes requests for Open Enrollment in the Kenmore-Town of Tonawanda Union Free School District.

Students who accept an Open Enrollment opportunity at a high school located outside their residential area (including a transfer from Kenmore East to Kenmore West or vice versa) may be ineligible for **one year** from any sport they competed in at their previous school. Speaking with the Director of Physical Education, Health and Athletics (Brett Banker, 871-3082) is strongly encouraged so that you can make an informed decision prior to any change in registration.

Thank you for your cooperation.

KW:mjv