

CARLISLE AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: ENROLLMENT OF STUDENTS

ADOPTED: July 20, 2006

REVISED: July 20, 2023

200. ENROLLMENT OF STUDENTS

Authority

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

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.[\[1\]](#)[\[6\]](#)

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

Parent Registration Statement is a sworn statement attesting to whether the student has been or is suspended or expelled for offenses involving drugs, alcohol, weapons, infliction of injury or violence on school property.[\[9\]](#)

Guidelines

School age resident students and eligible nonresident students shall be entitled to attend district schools.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[7\]](#)

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. [\[1\]](#)[\[2\]](#)[\[3\]](#)[\[8\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)

The District shall administer a home language survey to all students enrolling in District schools [\[3\]](#)[\[12\]](#)

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 immediately enroll identified students experiencing homelessness, in foster care, and/or experiencing other forms of educational instability, even if the student or parent/guardian is unable to produce the required documents, in accordance with Board policy, law and regulation.[\[5\]](#)[\[13\]](#)

The District shall not inquire about the immigration status of a student as part of the enrollment process.[\[3\]](#)

Enrollment requirements and administrative regulations shall apply to nonresident students approved to attend district schools, in accordance with Board policy..[14]

Residency Eligibility

When the parents of a student reside in different school districts, the student may attend school in the district of residence of the parent with whom the student lives over fifty percent (50%) of the time, unless a court order or court approved custody agreement specifies otherwise.

If the parents of a student share joint custody and time is evenly divided, the parents may choose which of the two (2) school districts the student will enroll in for the school year.

If the student is an emancipated minor, the resident school district shall be the one in which the student is then living.

Delegation of Responsibility

The Superintendent or designee shall annually notify students, parents/guardians and staff about the district's **enrollment** policy by referencing 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.

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. 22 PA Code 11.12
- 7. 22 PA Code 12.1
- 8. 24 P.S. 1303a
- 9. 24 P.S. 1304-A
- 10. Pol. 203
- 11. Pol. 216.1
- 12. Pol. 138
- 13. Pol. 251
- 14. Pol. 202
- Pol. 201