

Please Print



2014-2015
ORLEANS PARISH SCHOOL BOARD (OPSB)
"SCHOOLS OF EXCELLENCE"

GRADE APPLYING

PRE-KINDERGARTEN ONLY

PLEASE READ THE APPLICATION CAREFULLY BEFORE COMPLETING AND RETURNING

Completed applications should be returned to Benjamin Franklin Elementary School's Jefferson campus, Mary Bethune Elementary, or Mahalia Jackson Elementary. No faxed applications will be accepted. Applications must be received by 2:00pm December 20, 2013 in order to be considered timely. All applicants will be tested prior to admissions. Testing will take place during January and February. Letters of acceptance/non-acceptance will be issued by March 14, 2014. Parents are required to accept admission by April 4, 2014, if offered. An incomplete application will delay processing and may prevent acceptance. Late applications will only be processed if vacancies still exist.

General Directions: Applications Must be Completed in BLACK INK ♦ Please PRINT All Information

1. Student's Last Name, First Name, Middle Name (Please print name as it appears on the birth certificate)

2. Student's Address/Apt. No. (For proof of residence: P. O. Box not accepted) 3a. Student's Date of Birth (MM/DD/YYYY)

City State Zip code 3b. Student's Social Security #

4. Sex

- Male
Female

5. Race/Ethnic Category (Shade only one)

- Asian/Pacific Islander
Hispanic
Black (Non-Hispanic)
White (Non-Hispanic)
Native American

7. Mailing address, if other than residential address.

- Not applicable

Street or P. O. Box
City, State Zip code

6a. Parent/Legal Guardian (Full Name)

Parent/Legal Guardian (Full Name)

8a. Home Phone Number (Area Code)

8b. Cell Phone Number (Area Code)

8c. Emergency Number

8d. Email address

6b. Relationship to Student

9a. Does the student have a sibling currently enrolled in this school or applying for admission to this school?

- Yes No N/A

\*Siblings, for purposes of this regulation, must reside in the same household as the admitted or enrolled student.

10. Nursery school student attended LAST school year (2013-2014)

School

City, State (If other than New Orleans)

9b. If yes, please list the sibling's name and grade.

Table with 2 columns: Name, Grade. Three rows for listing siblings.

9c. Indicate status of sibling as

- currently attending OR applying for admission

STUDENT'S NAME: \_\_\_\_\_

11. Type of school your child currently attends:

- Home School
- Non-public (parochial or private) school
- Not applicable
- Home with a relative
- Out of State

12. Please check any educational designations of the child.

- Gifted
- Speech
- IEP \_\_\_\_\_
- Other \_\_\_\_\_
- N/A
- Special Education Disabled
- Primary Home Language Other Than English (PHLOTE)
- English as a Second Language (ESL)

13. Is the student domiciled (live) in the city of New Orleans?  Yes  No

Students relocating to New Orleans must submit a letter of explanation and present domicile documents by school's registration date.

As proof of domicile, the applicant shall **ATTACH COPIES** of the following documents to this application:

(1) **Three** of the documents listed below must be in the name of the parent, custodian/legal guardian.

Please check the boxes of each document you are attaching to the application).

<input type="checkbox"/> Voter Registration Card	<input type="checkbox"/> Utility Bill	<input type="checkbox"/> Current Lease	<input type="checkbox"/> Payroll Check Stub
<input type="checkbox"/> Vehicle Registration	<input type="checkbox"/> Telephone Bill	<input type="checkbox"/> Property Tax Form	<input type="checkbox"/> W-2 Form
<input type="checkbox"/> Driver's License	<input type="checkbox"/> Sewerage and Water Board Bill	<input type="checkbox"/> Federal Income Tax Return	<input type="checkbox"/> Letter from the Case Worker
<input type="checkbox"/> State Identification Card	<input type="checkbox"/> AFDC Card	<input type="checkbox"/> State Income Tax Return	

\* Guardians are not required to disclose information on his/her Federal or State Income Tax return that does not pertain to verification of domicile and may remove such information.

14. Is your child currently enrolled in private health insurance \_\_\_\_\_ or Medicaid \_\_\_\_\_? No insurance \_\_\_\_\_

- Completed applications should be returned to the school by 2:00 p.m., **December 20, 2013**. Student's ACCEPTANCE of school placement is FINAL.
- Any student who submits an acceptance letter for more than one OPSB will be automatically disqualified from attending any OPSB.
- **Pre-kindergarten students must be 4 years old by September 30<sup>th</sup> to be eligible for enrollment in any public school.**

THE FOLLOWING DOCUMENTS ARE MANDATORY FOR ENROLLMENT.

- |                                                                                                                         |                                                                                                    |
|-------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Attach a copy of student's birth certificate                                                   | <input type="checkbox"/> Attach a copy of student's social security card                           |
| <input type="checkbox"/> Three different proofs of domicile (see listing)                                               | <input type="checkbox"/> Proof of current immunizations                                            |
| <input type="checkbox"/> Any other documents required by school [Supporting Information to be attached to Application]. | <input type="checkbox"/> Individualized Educational Plan for Special Education (IEP) if applicable |

I certify that I am legally responsible for the child for whom the application is being made and have the legal right to apply, on behalf of the child, for admission and to register the child if admission is offered. I have responded to all sections of this application and certify that all the information contained herein is true to the best of my knowledge. I understand that falsification of any part of this application will render the whole application ineligible and any admission offered would thereby be revoked.

If you are not listed on the student's birth certificate, please provide a Certified True Copy of the Transfer of Custody/Legal Guardianship (Documentation indicating the purpose for the transfer of custody may also be requested) Legal Guardians must be (1) appointed by the court, (2) awarded custody by a court judgment or (3) granted temporary or permanent custody by a state agency. (A NOTARIZED STATEMENT IS NOT CONSIDERED PROOF OF GUARDIANSHIP.)

Signature of Parent/Legal Guardian \_\_\_\_\_ Date \_\_\_\_\_