

# PENN MANOR SCHOOL DISTRICT

SECTION: PUPILS

TITLE: ENROLLMENT OF STUDENTS

ADOPTED: July 13, 2009

REVISED:

200. ENROLLMENT OF STUDENTS	
<p>1. Authority SC 1301, 1302 Title 22 Sec. 11.11, 11.41</p>	<p>The Board shall enroll school age students eligible to attend district schools, in accordance with applicable laws and regulations, Board policy and administrative regulations.</p>
<p>2. Definitions SC 1301 Title 22 Sec. 11.12</p> <p>SC 1302 Title 22 Sec. 11.11</p>	<p><b>School age</b> 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.</p> <p><b>District of residence</b> shall be defined as the school district in which a student's parents/guardians reside.</p>
<p>3. Guidelines SC 1301, 1302 Title 22 Sec. 11.11, 12.1</p> <p>SC 1301, 1302, 1303a Title 22 Sec. 11.11 Pol. 203, 216.1</p> <p>Title 22 Sec. 11.11 Pol. 138</p> <p>Title 22 Sec. 11.11</p>	<p>School age resident students and eligible nonresident students shall be entitled to attend district schools.</p> <p>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 Parent Registration Statement, as required by law and regulations.</p> <p>The district shall administer a home language survey to all students enrolling in district schools for the first time.</p> <p>The district shall normally enroll a school age, eligible student the next business day, but no later than five (5) business days after application.</p>

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<p>Pol. 251</p> <p>Title 22 Sec. 11.11</p> <p>Pol. 202</p> <p>4. Delegation of Responsibility Title 22 Sec. 11.41</p>	<p>The district shall immediately enroll identified homeless students, even if the student or parent/guardian is unable to produce the required documents.</p> <p>The district shall not inquire about the immigration status of a student as part of the enrollment process.</p> <p>Enrollment requirements and administrative regulations shall apply to nonresident students approved to attend district schools, in accordance with Board policy.</p> <p>The Superintendent or designee shall annually notify students, parents/guardians and staff about the district’s admissions policy by publishing such policy in the student handbook, parent newsletters, district web site and other efficient methods.</p> <p>The Superintendent or designee shall develop and disseminate administrative regulations for the enrollment of eligible students in district schools.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1301, 1302, 1303a</p> <p>State Board of Education Regulations – 22 PA Code Sec. 11.11, 11.12, 11.41, 12.1</p> <p>Board Policy – 138, 201, 202, 203, 216.1, 251</p>
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