

Out-of-boundary permits in Jordan School District are governed by Utah Code (§53G-6-4) and District Policy AS93 - *Open Enrollment/School Choice*. The following information may be helpful to parents and guardians in making enrollment decisions.

Who needs an out-of-boundary permit?

Any student who wishes to attend a school that is not their boundary school. An out-of-boundary permit allows a student to enroll as if they were a boundary student and may continue to attend until A) the parent chooses to end the permit, B) the student completes the last grade offered, C) a suspension or expulsion, or D) the Board of Education elects to revoke permits for a school where enrollment exceeds 90% of building capacity.

ALPS and DLI students do not require an out-of-boundary permit to participate in these programs; as long as they are enrolled in the program, they may attend the program school on a program permit. Kindergarten siblings of ALPS and DLI students may be granted a one-year permit to attend the program school with their sibling, but will need to either enroll in the ALPS or DLI program or be granted an out-of-boundary permit to continue into first grade or beyond.

Parents and guardians may submit applications for up to three schools per student beginning November 15.

How many permits will my school have available?

The number of permits available for students requesting an out-of-boundary permit will change throughout the year and from one year to the next:

- **Early Enrollment (November 15- December 31):** During this window, schools must grant seats to out-of-boundary students if their projected enrollment for the following year is less than 90% of building capacity. Permit seats in this window are granted through a lottery process using the priorities established by the Board of Education.
- **Early Enrollment (January 1 - 1st Friday in February):** In this window, permits are granted first-come, first-served basis if space is still available after the lottery process.
- **Late Enrollment (1st Friday in February through end of following school year):** Permits are granted if space is available under the student-teacher staffing ratio of the school.

In each window, a waiting list is used when seats are not available and schools will follow the waiting list order should seats become available.

Exceptions to the process may be made in extraordinary circumstances. All permit decisions are made by the school principal, in consultation with their Administrator of Schools.

What are the priorities used in the lottery?

The following priorities were established by the Board of Education for use during the initial November-December window. All students in a lottery category are randomly assigned a position on the waiting list, regardless of when in the window their application was submitted. Available seats are awarded in descending priority order.

High School	Middle School	Elementary School
1. Juniors wishing to remain at a school as a senior.	1. Children of school employees.	1. Children of school employees
2. Children of school employees.	2. 8th graders wishing to remain as 9th graders.	2. 5th graders wishing to remain as 6th graders.
3. Sophomores wishing to remain as juniors.	3. 7th graders wishing to remain as 8th graders.	3. Siblings of students on District program permits.
4. Students living within the District.	4. Students living within the District.	4. Students currently enrolled at the school.
5. All other students.	5. All other students.	5. Siblings of students on out-of-boundary permits.
		6. Students living within the District.
		7. All other students.

How do I apply for a permit?

All permit applications will be processed through the PowerSchool Enrollment system. The application, in both English and Spanish, can be accessed at <http://planning.jordandistrict.org/enrollment/schoolchoice/>

When will I know the status of my application?

During the Early Enrollment windows, parents and guardians will be notified within six weeks of the end of the window (the 1st Friday in February). During the Late Enrollment window, parents will be notified within two weeks via email from the PowerSchool system.

If an application has been placed on a waiting list, parents and guardians will be notified of their initial placement on the waiting list. Schools will notify parents if and when a seat is available. The application will remain on the waiting list through the end of the next school year; however, if a parent or guardian accepts any seat offered by a school, all waitlist positions for all schools for their student will be removed.