

2013-2014 Transitional Kindergarten, Kindergarten and New Student Enrollment

To enroll your student, you must bring a completed registration packet **

You must attend the date that corresponds to your child's resident home school.

Transitional Kindergarten, Kindergarten and new student enrollment will be held on the following:

	<u>Date</u>	<u>Time</u>	<u>Place</u>
Sierramont Family Schools: (Sierramont, Cherrywood, Majestic Way & Ruskin)	March 4 (Monday) & 5 (Tuesday)	4:00 -7:00 p.m.	District Office
Morrill Family Schools: (Morrill, Brooktree, Laneview & Northwood)	March 11 (Monday) & 13 (Wednesday)	4:00 -7:00 p.m.	District Office
Piedmont Family Schools: (Piedmont, Noble, Summerdale, Toyon & Vinci Park)	March 18 (Monday) & 19 (Tuesday)	4:00 -7:00 p.m.	District Office
All Schools (use these opportunities if you are unable to register during your family schools evening registration date)	<u>Date</u> March 20 to June 14 June 17 to Aug 1 (Mon -Th only) Beginning August 5	<u>Time</u> 9:00 a.m. - 1:00 p.m. 9:00 a.m. - 2:00 p.m. 9:00 a.m. - 1:00 p.m.	<u>Place</u> Resident Home School District Office Resident Home School

2013-2014 Registration packets will be available mid February at all school sites, on the district web page (www.berryessa.k12.ca.us) and at the Berryessa Union School District Office, 1376 Piedmont Rd, San Jose.

** Please read the "PARENT CHECKLIST" page of the student enrollment packet very carefully in order to ensure that you bring all necessary documents to successfully complete the registration process. Incomplete packets will not be accepted and you will be required to return at a later date to finalize the registration.

Currently enrolled Intra District Transfer Requests Forms for the 2013-2014 school year will be accepted from January 14, 2013 to February 22, 2013

Parents of currently enrolled students may submit an "Intra District Transfer Request Form" to request that their child attend another school within the Berryessa Union School District that is not their resident home school. The Intra District Transfer Request Forms are available at all school sites and the District Office. Forms must be submitted directly to the Education Services Department at the District Office. The District Office is open Monday through Friday from 7:30 a.m. to 4:30 p.m.

➤ After February 22, the Education Services Department shall conduct a lottery to determine placement on a waiting list of all transfer requests. In March, families will be notified by mail of their waiting list number.

Intra District Transfer Request Forms will not be accepted for RUSKIN ELEMENTARY and SIERRAMONT MIDDLE due to lack of available space.

Kindergarten and new student Intra District Transfer Request Forms for the 2013-2014 school year will be accepted from March 4, 2013 to April 5, 2013

Families that have successfully completed the enrollment process and wish to have their child attend a school other than their resident home school may submit an "Intra District Transfer Request Form" at the time that they are submitting their completed 2013-2014 Student Enrollment packet. The Intra District Transfer Request Form will also be accepted at the District Office in the Education Services Department until April 5, with proof of a completed Student Enrollment packet.

➤ In April, the Education Services Department shall conduct a separate second lottery to determine placement on a waiting list of all transfer requests of Kindergarten and new students enrolling for the 2013-2014 school year. In May, families will be notified by mail of their waiting list number.

Intra District Transfer Request Forms will not be accepted for RUSKIN ELEMENTARY and SIERRAMONT MIDDLE due to lack of available space.

Intra District Transfer Request Forms that are submitted after the deadlines of February 22 (for currently enrolled students) and April 5 (for newly enrolled students), will not be included in the lotteries and will receive the next waiting list number in the order that the Intra District Transfer Request Form is submitted. Beginning in May 2013, families who have submitted an Intra District Transfer Request Form and have been given a waiting list number will be notified, *only* if their transfer has been approved, based on space availability.

Si desea una copia de esta información en español por favor acuda a la oficina de la escuela.

If you would like a copy of this information translated in Spanish, please contact the school office.

Nếu qui vi muốn sản dịch thông tin nầy bằng tiếng Việt Nam, tại trường học của con em quý vị.

If you would like a copy of this information translated in Vietnamese, please contact the school office.

如果您需要一份有關這信息的中文翻譯，請與學校辦公室聯繫。

If you would like a copy of this information translated in Chinese, please contact the school office.