



FIVE STEPS TO COMPLETE THE OPTIONS APPLICATION.

1. RESEARCH SCHOOLS

Please take time to research all your options, starting with your neighborhood school. We believe that your neighborhood school is always your best option to provide a complete and meaningful educational experience for your child. OUSD opens all schools and educational programs for applicants to consider. Please visit www.ousd.org/enroll for more information.

2. GATHER DOCUMENTATION

Spend some time gathering documentation for your student. You must provide original documents along with your completed application.

New students only

- **Age verification (original documents only):** Birth certificate or I-94.

New and returning students (Current students who have moved must present address verification as well.)

- **Grade level verification (grades 2-12):** Transcript, promotion certificate, or the child's most recent report card
- **Verification of residence (3 original documents with the parent or guardian name and address on it):** A utility bill dated within 45 days: PG & E, EBMUD. In combination only, automobile registration and automobile insurance. Homeowner's/renter's insurance policy. Lease agreement with owner's documentation. Property tax statement. – Current property tax bill from Alameda County Tax Collectors' Office. Official letter from a social services/government agency within 45 days. *Additional documentation can and may be requested*
- **Transitional families:** Transitional families reside at a non-permanent address, such as a motel/hotel, shelter, car, or are doubled up due to hardship. Transitional families unable to establish a permanent residence can go to the Transitional Students and Families Program at 746 Grand Ave for residency verification and assistance. For an appointment, please call 510-273-1682.
- **Verification of custody:** parent's or guardian's California driver's license or official California ID Card from the Department of Motor Vehicles (DMV), a passport or a consular photo identification in conjunction with documents in form of Birth Certificate, court orders or agency placement letters.
- **Additional documentation can and may be requested:** We reserve the right to ask for additional documentation.

3. COMPLETE AND SUBMIT APPLICATION ON TIME

Please write in clear print. This form is available in hard copy and in fillable PDF. Submit your application in person before January 26, 2018 at 3:00PM. You can submit your application at any OUSD school or at the Student Assignment Centers. Bring your completed application and required documentation needed for your child. This application must be turned in person at the Student Assignment Centers or at any OUSD school site. Do not mail or fax this application, it will not be processed.

If you are currently not residing in Oakland yet wish to apply for an OUSD school due to a future relocation, please email enroll@ousd.org or call us at (510) 879-4600 to get instructions.

4. RECEIVE ASSIGNMENT

Assignment letters will be mailed out during the second week of March. The letter contains the confirmation date, instructions on how to confirm, register as well as medical/dental forms. All assignments are mailed through the US Postal Service.

5. CONFIRM SEAT WITH ASSIGNED SCHOOL

You will receive information on how to confirm your assignment in the letter. You will also receive information on the registration process and any medical information you may need to submit to the school.

OTHER NOTICES

- If the student is receiving Special Education services, provide the latest IEP.
- It is your responsibility to provide accurate residence address and telephone numbers in case we have to reach you for any questions or inquiries and to notify you of the student's assignment.
- No PO boxes, non-residence addresses of family members/friends, or business address will be accepted.
- Students born between 09/02/13 and 12/02/13 are eligible for Transitional Kindergarten **only**.

Students may not be assigned to any of the schools requested due to space availability. Our aim is to notify on-time applicants via mail by the second week of **March, 2018**. To retain a child's placement, the parent/guardian must confirm the student at his/her assigned school. Whether or not a student is assigned to a selected school, in general, the school assignment will be final and may not be changed until the following academic year (2019-2020). Special Day Class students will be placed by the Department of Programs for Exceptional Children, with their own notification system. Finally, if a student is not promoted to the next grade level, the student's school placement may change.



New Returning Current

LIST OF SCHOOL OPTIONS FOR 2018-2019

ELEMENTARY PROGRAM CODES: ●TK: Transitional Kindergarten available ●BIL: Bilingual early exit program classes available ●DL: Dual Language Program

Elementary Schools					Elementary Schools					Elementary Schools				
Options Code #	School Name	TK	BIL	DL	Options Code #	School Name	TK	BIL	DL	Options Code #	School Name	TK	BIL	DL
63	ACORN Woodland		●		79	Futures				121	Manzanita Community	●	●	
64	Allendale	●			76	Garfield	●			96	Manzanita SEED	●		●
65	Bella Vista	●			77	Glenview	●			97	Markham	●	●	
123	Bridges academy	●	●		62	Global Family	●		●	94	Martin Luther King Jr.	●		
66	Brookfield	●	●		78	Grass Valley	●			46	Melrose Leadership	●		●
67	Burckhalter	●			124	Greenleaf	●		●	100	Montclair	●		
68	Carl Munck	●			42	Hillcrest				120	New Highland	●	●	
69	Chabot				80	Hoover	●			101	Parker	●		
70	Cleveland				81	Horace Mann	●			102	Peralta			
95	Community United	●		●	82	Howard	●			103	Piedmont Avenue	●		
71	Crocker Highlands				83	Int'l Community			●	122	PLACE	●		
112	East Oakland Pride	●	●		85	Joaquin Miller				105	REACH	●		
72	Emerson	●			86	Kaiser				106	Redwood Heights			
73	EnCompass	●			87	La Escuelita	●	●		107	RISE	●		
119	Esperanza	●		●						49	Sankofa	●		
74	Franklin	●	●		90	Laurel	●			109	Sequoia	●		
118	Fred T. Korematsu				92	Lincoln	●	●		113	Think College Now			
75	Fruitvale	●			111	Madison Park	●			114	Thornhill	●		

MIDDLE PROGRAM CODES: ●NC: Newcomer

HIGH SCHOOL PROGRAM CODES: ●NC: Newcomer

Middle Schools			High Schools		
Options Code #	School Name	NC	Options Code #	School Name	NC
15	LIFE Academy		1	Castlemont H.S.	●
33	Bret Harte Middle School	●	3	Fremont H.S.	
35	Claremont Middle School				●
37	Edna Brewer Middle School				
40	Frick Middle School		7	McClymonds H.S.	
43	Madison (6-8)		10	Oakland H.S.	
46	Melrose Leadership	●			●
47	Montera Middle School				
48	Roosevelt Middle School	●	16	Oakland Technical H.S.	
50	Urban Promise Academy	●			
51	Westlake Middle School	●			
53	United For Success				
54	Elmhurst Community Prep		22	Skyline H.S.	
55	Alliance Academy	●			
56	Coliseum College Prep				
57	Roots International	●			
59	West Oak Middle School		43	Madison Park (9-11)	
87	La Escuelita (6,7)				
101	Parker (6,7)		56	CCPA	
124	Greenleaf (6-8)		31	Oakland Intl High School	●
			15	Life Academy (9-12)	
42	Hillcrest (6-8)		28	MetWest High School	
			313	Street Academy	
49	School of Language (6-7)	●			
900	Use this code for any non-OUSD school (charter/private) or if you know you are applying or moving out of the OUSD district.				

NOTES ON CODES. BIL: All schools that offer early exit bilingual also offer English instruction. DL: Dual Language programs have specific requirements in grades above 1st, please inquire at the school for more information. TK: Transitional Kindergarten is prioritized for students born between 09/02/2013 and 12/02/2013. NC: Middle/High schools offering newcomer programs also offer regular programs, except Oakland International High School (31). Newcomer program is available for students that have just arrived from another country. **INSTRUCTIONS FOR STAFF:** Have parent fill out application, copy all original documents and return originals to parent. Detach the instructions page (Pages 1-2) and give to parent. Attach copies to application with staple on top left corner and fill out the staff info box on the bottom of page 3. Initial and Date Stamp the application itself. **CIRCLE IF NEW, RETURNING OR CURRENT ON THE TOP RIGHT**



New Returning Current

A. STUDENT INFORMATION

1. Student Name [] [] []
LAST FIRST MIDDLE

2. Male Female 3. Applying for Grade [] 4. Birthdate [] / [] / []
MM DD YYYY

5. Student's Birthplace [] [] []
City State Country

6a. Is the student Hispanic or Latino? (Select one) Yes No Check this box if applying for TK:
(born on 9/2/13 to 12/2/13)

6b. What is the race of this student? (Select one or more)
 Samoan Laotian Cambodian American Indian or Alaskan
 Guamanian Vietnamese Other Asian Filipino
 Tahitian Hmong Black or African-American Korean
 Other Pacific Islander Chinese White Asian Indian
 Hawaiian Japanese

7. Home Language Survey
1) Which language did your student learn when he/she first began to talk? []
2) What language does your student most frequently use at home? []
3) What language do you use most frequently to speak to your student? []
4) What language is most often used by the adults at home? []

8a. Entry date to first California school [] / [] / []
DD MM YY

IF STUDENT WAS BORN OUTSIDE OF THE U.S: Answer 8b and 8c.

8b. Student entry date to USA [] / [] / [] 8c. Student entry date to first US school [] / [] / []
DD MM YY DD MM YY

B. PARENT / GUARDIAN INFORMATION

9. Parent/Guardian []

10. 2nd Parent/Guardian []

11. Phone Numbers () () ()
Home phone number Secondary phone number Additional phone number

12. Parent/Guardian e-mail []

13. Home Address [] []
Number, Street Name Unit/Apt #

14. City/Zip [] / []
City Zip

15. What is the highest level of education of this student's parent(s)/guardian(s)? (check one)
 Did not finish high school High school grad Some college College grad Graduate school/Postgrad training

16. Does everyone in your family have health coverage? Yes No

16b. If no, can we call you to help everyone get signed up? Yes No

OFFICE/SCHOOL USE ONLY (Photocopy, sign, and attach all documentation) ONLY VALID IF COMPLETED

STAFF INITIALS	Site Number	Address proof 1	Address proof 2	Address proof 3	Proof of age	Proof of grade (if necessary)	Parent ID	Copy to parent/DATE AND TIME STAMP
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OFFICE USE ONLY Name (LAST, FIRST)

Perm. ID

Geo

SELECT

DOCS

AERIES

CET



New Returning Current

C. EDUCATIONAL/HOME INFORMATION

17. Current OUSD Student? Yes No 17a. Is the student returning from a Charter School? Yes No

18. Name of current or most recent school:
School name City, State

19. If your child is applying for Kindergarten or TK, what preschool experience does s/he have?

OUSD CDC OUSD State Pre-K Day Care Private Preschool Head Start None

Name of Preschool:

20. Has the student been expelled or transferred to another school following a disciplinary hearing (DHP), or scheduled for an upcoming disciplinary hearing? Yes No

21a. Is the student currently receiving special education services? Yes No (If Yes, provide IEP)

21b. If yes, please specify:

Resource Specialist Program Special Day Class Speech Therapy Other

21c. Does the student have a 504 Plan? Yes No

22. Check all that apply to student (if applicable)

Refugee/asylee In group home/foster care Homeless/in housing transition due to hardship

22b. Has the parent/guardian ever worked in Agriculture, Canning, Fishing or Meat Processing? Yes No

D. SCHOOL SELECTIONS – IN ORDER OF PREFERENCE, Select six choices for Elementary schools, or three (max) for middle/high school. Codes are available online through School Finder.

	Options Code	Name of School		Options Code	Name of School
1	<input type="text"/>	<input type="text"/>	4	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	5	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	6	<input type="text"/>	<input type="text"/>

23a. Does this applicant have a brother/sister who is living at the same address and who is already attending and will be attending your first choice school in 2018-19? Yes No If yes, write the name of sibling below:

Birthdate / /
LAST FIRST M.I. GRADE MM DD YY

23b. Does this applicant have a **twin brother or sister**? Yes No

E. SIGN AND DATE APPLICATION (UNSIGNED APPLICATIONS CANNOT BE PROCESSED):

I, (print name) , certify under penalty of perjury that the information I have provided in this application is true to the best of my knowledge. I have read and understood the instructions and agreements of this application. I understand that providing false information will render my application null and may result in my child being removed from a school even if s/he has already been assigned. I also understand that this is only an application and that my student may or may not be assigned to one of my selected schools. I understand that I will be notified of my student's school assignment via *US Mail*, and will then need to confirm and register my child at his or her assigned school in order to complete the enrollment process.

Parent/Guardian Signature

Today's Date (mm/dd/yy)