



# Combined Early Childhood Statewide Enrollment Options and Non-Resident Agreement Form

## Required form for all Minnesota school districts

Use *only* for early childhood special education, state-funded voluntary prekindergarten and school readiness plus.

## Background information

PARENTS/GUARDIANS: email, mail or fax this form to the superintendent's office of the non-resident district where you would like your students to attend. Complete one form per child per district to which you are applying. Do not mail to the Minnesota Department of Education (MDE). At least one parent must currently live in Minnesota with the child to submit this form.

- The basic, priority deadline for inter-district open enrollment is January 15 for the following fall. However, many families have situations which may waive the deadline or where districts may agree to serve the student through a stop-gap measure called a Non-Resident Agreement for the period of time impacted by an applicable, missed January 15 deadline. It is always to your advantage to submit this form by January 15 for the following fall if you are able.

Use this form only if:

- Your **child is not yet old enough to attend kindergarten; and**
- You are applying to enroll your child into a school district other than the one in which you live (a "non-resident" district) to receive **early childhood special education.**
- You are applying to participate in a non-resident district's **state-funded voluntary prekindergarten or school readiness plus program and you have verified with the superintendent's office in the nonresident district that your situation meets eligibility requirements** in that district before submitting this form.

**If these criteria do not describe your situation, do not use this form.** (For example, do not use this form for application to sliding-scale early childhood programs, tuition-based preschool or early childhood family education. For more information on those programs, please contact the school district that you would like your child to attend.)

If you apply and the non-resident district notifies you that your application is accepted:

**Notify the non-resident district as to whether you are accepting the offer of enrollment by March 1, or, if you applied under a no-deadline situation, 45 days after notification. Visit the non-resident district office at least 10 days before your child is expected to start attending to complete all enrollment forms.**

**Parents or guardians of students with special needs:** please contact the district about creating an IEP team as soon as possible after accepting an offer of enrollment in a non-resident district.







The non-resident district has denied the request for open enrollment because of the following reason(s) allowed in Minnesota Statutes, section 124D.03. **Check all that apply.**

- The January 15 deadline applies and was not met; situations that would have waived the deadline are not present. See Minnesota Statutes, section 124D.03, subdivision 3. Districts have not mutually agreed to a non-resident agreement.
- Statutory enrollment cap has been reached open enrollment into the requested voluntary prekindergarten or school readiness plus program has been reached. (Minn. Stat. § 124D.03, subd.2)
- The requested voluntary prekindergarten or school readiness plus program is closed district-wide by board action. (Minn. Stat. § 124D.03, subd. 2 and subd.6)

**NON-RESIDENT DISTRICT SIGNATURE:**

**Name of Superintendent/Responsible Authority**

**Date:**

**NOTIFICATION TO RESIDENT DISTRICT**

**Non-resident district must notify resident district or last district of attendance** by March 15 or no later than 30 days after this decision.

**Section 3: Resident district completes *only* when a request for a non-resident agreement is included**

**Student Name: Last:**

**First:**

**Full Middle:**

**Birthdate: Year:**

**Month:**

**Day:**

**The student is released from the resident district under a Non-Resident Agreement** for the following time period. **Start date:** \_\_\_\_\_ This resident district understands that the student will remain enrolled at the non-resident district under the Statewide Enrollment Options Program **effective with the following school year:** \_\_\_\_\_

**The student is not released** as requested to the non-resident district for the current school year. However, the district understands this form will serve as the Enrollment Options request at the requested non-resident district **effective with the following school year:** \_\_\_\_\_

**RESIDENT DISTRICT SIGNATURE:**

**Name of Superintendent/Responsible Authority**

**Date:**

**DISTRICTS MAY NOT MODIFY THIS FORM, ADD DATA FIELDS OR CREATE ALTERNATIVE FORMATS.**