

Received _____

APPLICATION OF NON-PUBLIC SCHOOL STUDENT FOR PART-TIME ENROLLMENT
Department of Student Services
Lincoln Public Schools

Complete this Application and submit to Director of Student Services, 5905 O Street, Lincoln, NE 68510, Phone No. 436-1688

Part I—Student Information

Student's Name _____ DOB _____ Grade Level _____

Parent/Guardian Name(s) _____

Address _____ Telephone _____

School Currently Attending _____ Telephone _____

Special Needs/Concerns (e.g. health concerns; information is requested for accommodation planning purposes)

Special Education Needs Yes No If "yes" please describe below

Part II—Part-Time Enrollment Request

Semester Child seeks to begin attending _____

Course(s) or Program(s) in which Child seeks to enroll _____

If the Course is an Integrated Course (e.g. Algebra II), provide description of courses child has passed to meet prerequisites

Name the LPS school requested _____

State whether the Course or Program is offered in the Child's School _____

State whether Child is seeking to participate in extracurricular activities; and if so, list the activities

For Office Use Only

Application approved denied If approved, school assigned _____

Signature of Director of Student Services _____ Date _____

Guidelines for Part-Time Enrollment of Non-public School Students

Application Procedures:

1. Parent or guardian must submit an Application of Non-public School Student for Part-time Enrollment to the Director of Student Services.
2. Director of Student Services will notify the parent of the approval or denial of the application within two weeks of receipt of the application.
3. In the case of a denial, the parent may appeal to the Associate Superintendent for instruction. The appeal must be submitted to the Associate Superintendent within 14 calendar days from the date of the denial. The appeal should be in writing.
4. Part-time enrollment is determined annually. Application must be made each school year. There will be no guarantee that enrollment will be continued from one year to the next.

Non-public School Student Admission

1. Students must meet the normal admission requirements. This includes the requirements that the student be a resident of the District, be of school attendance age and not have graduated or have received a GED.
2. Students must complete the normal enrollment process and forms required by the District and or building for enrollment of all children. This includes the requirements relating to birth certificates, immunizations, physical examinations and visual evaluations.
3. Students must enroll in the attendance center that serves the student's residence, provided that the administration reserves the authority to make a different attendance center assignment. A student may request assignment to an attendance center other than that of the student's residence under the district's transfer procedures.
4. Students enrolled on a part-time basis shall be required to follow all school policies that apply to other students.