

How to enroll into an AUSD school after attending a Charter School

Do you live in Alameda?	Do you live outside of Alameda?
If yes, anytime after February 12, 2015 , visit our website at www.alameda.k12.ca.us and click on the Enrollment Information tab.	If you do not live in Alameda, you may not attend an AUSD school without an Interdistrict Transfer. Follow the steps below:
Follow the directions to “enroll a new student” and choose the 2015-16 school year. If you have previously used our online enrollment system, log in to your account and update student’s information. If you have not used it before, create a new account for your student.	Visit the District Office of the city the student lives in. Obtain a signed Interdistrict Transfer from that office.
Fill out online enrollment completely, then follow link to make an enrollment appointment.	Turn in the signed Interdistrict Transfer to the Student Services office no later than June 30, 2015 with the following documents- student’s final grades, final attendance report and final behavior report. It is the parent’s responsibility to get these documents from the student’s current school.
Bring in to appointment all necessary documents- student’s birth certificate or passport, immunizations, parent’s ID, proof of residency (property tax or mortgage statement, lease or rental agreement along with current utility), student’s report card or transcript.	REGISTER AT YOUR HOME DISTRICT. Wait to hear if Interdistrict Transfer is approved for your student to attend school in Alameda. Approval will only be granted if there is space available. We may not know if there is available space until after the first 20 days of school. STUDENTS MUST ATTEND NEIGHBORHOOD SCHOOL WHILE ON THE WAITING LIST.
Attend enrollment appointment with required documents. If all required documents are not brought to enrollment appointment, you will be asked to schedule another appointment to complete enrollment.	If Interdistrict Transfer is approved, visit our website at www.alameda.k12.ca.us and click on the Enrollment Information tab.
Student will be enrolled into AUSD school.	Follow directions to “enroll a new student” and choose 2015-16 school year.
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