

Open Enrollment Flowchart- Please retain for future reference regarding timelines.

If you choose to enroll your child at a school other than his/her district designated neighborhood school, follow these steps:

Obtain an **Open Enrollment application** at the Education Center, 6500 E. Arapahoe, at any BVSD school, or from the BVSD website **11/30/09-1/15/10**.

Visit the BVSD website at <http://www.bvsd.org> for further information and for information regarding special programming and individual schools.

Visit school(s) you are interested in from **11/30/09 to 1/15/10** (call first for dates and times).

Complete **ALL** information on the application form. Incomplete or inaccurate forms may not be processed. Complete only **one** form for each child.

TAKE or SEND the form no later than **4:00 p.m. on 1/15/10** to:
BVSD Education Center
6500 E. Arapahoe
Boulder, CO 80303

First round acceptances and/or notification of non-acceptance will be sent by **February 3, 2010**.

Second round acceptances and/or notification of non-acceptance will be sent by **February 24, 2010**.
Note: No communication will be sent if the student does not receive a higher offer in the second lottery.

Response letters are due at the BVSD Education Center by **February 12, 2010**.
"No response" is a decline.

Response letters are due at the BVSD Education Center by **March 5, 2010**.
"No response" is a decline.

If you do not receive a letter of acceptance, your child will be placed on wait lists of schools you applied to. Wait list information will be mailed after **April 2, 2010**.

**All deadlines are strictly adhered to.
Absolutely no exceptions.**

If you decline or do not respond to your letter of confirmation (acceptance), your child will be placed on wait lists only for choices **above** that priority.

If your child is accepted to the 1st choice school and you choose to decline the offer, the child will remain at the current school of assignment.

The open enrollment process is not completed until you complete the online enrollment application and registration for the accepted school.

If you have particular questions about a program or school, **call that school**.