



William S. Hart Union High School District Enrollment Guidelines - Special Circumstances

5th Year Seniors

- When a student comes to our school sites to enroll for a 5th year to complete requirements for a high school diploma, comprehensive school sites must enroll these students. The following information can be shared as options for graduating:
- 5th year graduation options:
 - The student may enroll at one of our comprehensive high schools and attend for the semester/year.
 - The student may enroll at one of our comprehensive high schools and then apply for Bowman if the student desires to attend Bowman.
 - If the student is 18 years or older, the student can go to Golden Oak Adult School. This option is ideal for students who need a flexible schedule due to a variety of reasons, or who may be credit deficient.

Graduation Waivers

- Graduation waivers (AB 2121, AB 130, AB 216, AB 104, etc) should not influence the enrollment or grade level placement of students.
- Graduation waivers should not be discussed with students and their families during the enrollment process.
- Once enrolled in school, if a student *might* qualify for a graduation waiver, a meeting with the student, their parent/guardian, their counselor, their Assistant Principal, appropriate site staff, and (possibly) District support should be scheduled within 30 days of enrollment.
- The decision to grant a graduation waiver must be a team decision, similar to the process we use in SST, 504 and IEP team meetings.
- Meetings involving EL students (newcomer or otherwise) must include the District ELD Program Specialist as part of the team decision.

Students Born In the United States

- If a student was born in the United States and has been continuously attending school, the student should be enrolled in the appropriate grade level based on their transcript regardless of age. *For example: an 18 year old student who started their senior year at a charter school should be enrolled as a senior even though they are 18 years old.*

Students Born Outside of the United States

- Some students who were born outside of the US will be living with family members, friends, or some other caregiver who is not their parent(s). Caregiver information is critical to obtain for parent / family / caregiver contact throughout the year.

- If an EL Newcomer student arrives who is already 18 years or older and the student has not been enrolled in school in the United States or has not completed any high school course work in the United States, the student should be referred to Golden Oak Adult School.
- If an EL Newcomer student enrolls at 17 years old (at the beginning of their 12 grade year), AND has not been in school for at least two of the last three years (9th, 10th, and 11th grade), please contact the ELD Program Specialist for guidance.
 - The EL team will determine what program is best for the student since they will likely struggle to complete the State's requirement for graduation (130 credits) even with a 5th year of study.
 - The EL team will assess academic readiness by reviewing when the student last attended school, and how many years of education they have.
 - The EL team will determine the student's educational goals and help them identify the next best steps to meet those goals.
- All other EL Newcomer students will be placed in the grade level that corresponds **to their age**. Questions regarding placement for students whose birthdates may be on the bubble go to the ELD Program Specialist.
 - 7th grade students: typically 12 in August
 - 8th grade students: typically 13 in August
 - 9th grade students: typically 14 in August
 - 10th grade students: typically 15 in August
 - 11th grade students: typically 16 in August
 - 12th grade students: typically 17 in August

Unaccompanied Minors

- A student is classified as an unaccompanied minor when:
 - they entered the United States under the age of 18
 - they entered without a parent or legal guardian at the time of entry
 - they entered without legal status at the time of entry
- For detailed information regarding the rights of unaccompanied minors to enroll in school, please carefully review the following document by clicking [here](#).

Caregivers

- **Do not** have the same rights as the parents of a child. Birth parents continue to hold parental / educational rights.
- A caregiver should be related to the student whenever possible.
- A caregiver might be a foster parent.
- A caregiver:
 - is a form of temporary custody
 - establishes residency for the student
 - is authorized to enroll the student and consent to minor medical treatment of the student
 - may view educational records (grades, behavior, attendance, etc.)
 - **may not** make decisions in an IEP or 504 meeting
 - **may not** sign legal documents, such as an IEP
- Applicable codes/laws:
 - [EC 48204](#)
 - [FC 6550](#)