

OPEN ENROLLMENT

General Information:

Open Enrollment is for Torrance residents who want to transfer to a different Torrance school than their current home school.

Per Ed Code 35160.5b, Torrance Unified School District established a policy allowing Parents/Guardians who live within the Torrance Unified School District boundaries to apply to have their children attend a school other than their home school. Once a year, during a specific period of time, applications are accepted for the following school year. Once the procedure is complete, the Open Enrollment school becomes the permanent home school for that student.

Not every student who applies for Open Enrollment will get a spot. It does not matter when within the time period you apply. The only priority is given to students who have a sibling who previously got OE to that same school and will still be attending that same school the following school year.

For example: Jane has a 5th grade brother, John, at Towers. Jane does not get priority in the OE lottery because John will be attending Bert Lynn next fall. Rob has a 3rd grade sister, Rena, at Towers. Rob does get priority in the OE lottery since Rena will still be attending Towers next fall.

Procedures:

Step 1:

Parent/Guardian must complete and submit the Open Enrollment application during the Open Enrollment application period, which is generally during January and/or February of each school year. Complete information will be on the TUSD.org website. The Open Enrollment application dates are firm. If you do not apply by the last day, you will have to wait until the following year to apply.

Step 2:

Approval and Wait List letters will be mailed out by the end of the school year. Wait List letters will include your number on the wait list.

Step 3:

If approved, Parent/Guardian must fill out the Confirmation Letter and return it to the appropriate office. Your student's spot will be forfeited if you do not return your letter by the specified date.

- Grades K-8: confirmation letters are to be submitted in person to the Family Welcome Enrollment Center at 2336 Plaza del Amo.
- High School: confirmation letters are to be submitted to the high school approved to attend.

Step 4:

Enrollment Procedures

- If your student is NOT currently enrolled in TUSD, you must go to the Family Welcome Enrollment Center to complete the enrollment process by the date specified.
 - Failure to enroll by the specified date will result in the forfeiture or your student's placement at the selected school.

Please be advised: Once granted, Open Enrollment is irrevocable. Even if you move to another location within the Torrance School District boundaries, your permanent home school will remain the school you chose for Open Enrollment until the student graduates from high school, you move out of Torrance Unified School District boundaries, or you re-apply and are accepted into another site per Open Enrollment during a later year.

If you move out of the TUSD boundaries, your student's OE status is revoked and will not be in effect should you move back within the district boundaries.

Important Information about Open Enrollment:

- Submitting the application does not guarantee approval.
- Only one application per student will be accepted.
- Only one school can be chosen per application.

- Schools that receive more applications than spaces available will create a waiting list.
- Applications submitted during the accepted period will be considered equally in the lottery.
- All applications will be placed in the lottery. This is not a first-come, first-serve process.
- Students with siblings that will be attending the requested school must apply on their own. They will not follow their siblings automatically. Instead, they will be placed in a sibling lottery.
- Transportation will not be provided.
- Open Enrollment is the only option TUSD provides to families who do not want to attend their assigned school.
- Once granted, Open Enrollment does not need to be renewed.
- Open Enrollment status can only be changed if the student re-applies AND is accepted for Open Enrollment to attend another school during a future school year.