



# MILFORD EXEMPTED VILLAGE SCHOOL DISTRICT

**Board of Education Office ~ 777 Garfield Avenue ~ Milford, OH 45150  
513-831-1314**

ACCEPTING APPLICATIONS FOR ADMISSIONS OF INTERDISTRICT OPEN ENROLLMENT  
(for the school year 2014-2015)

April 7, 2014 through April 25, 2014  
*Applications must be submitted in person to the Board Office*  
Monday – Friday  
8:30 a.m. – 4:00 p.m.  
CLOSED ~ Friday, April 18 (Good Friday)  
*Application deadline: April 25, 2014 at 4:00 p.m.*

Interdistrict Open Enrollment applications are available at the Board Office and online at [www.milfordschools.org](http://www.milfordschools.org)

## APPLICATION PROCESS:

1. Application approval: Request will be acted upon (approved or denied) by May 23, 2014 with notification by mail from the Superintendent. Students who are denied will be placed on a waiting list and notified of any opening by July 1.
2. Applications must be submitted for Interdistrict Open Enrollment on the official school district open enrollment form and submitted in person.
3. A separate application form must be submitted for each student who requests an interdistrict transfer.
4. Approval of students for open enrollment is at the discretion of the Superintendent in accordance with the district's policies and administrative regulations.
5. A transition meeting must be held with the Superintendent/Designee, Principal and the family. This meeting can be waived by the Superintendent/Designee for students who were previously approved for open enrollment.
6. No interdistrict transfer will be permitted if the enrollment of the grade level being requested exceeds district capacity limits and educational program limits.
7. Milford Exempted Village School District will assume no responsibility for the transportation of students.
8. Applications shall be on a first come, first serve basis (date/time of application receipt) with an assurance that the order for placement will be followed:
  - a. Milford resident students will not be displaced
  - b. Children of employees
  - c. Students who are members of the same family unit pursuant to Interdistrict Open Enrollment Policy (JECBB)
  - d. Students who are currently enrolled in the Milford EVSD

*For more information, call 513-831-1314 or visit our website: [www.milfordschools.org](http://www.milfordschools.org)*