



# Culver City Unified School District

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## NEW INTERDISTRICT APPLICATION PROCEDURES *for New Interdistrict Permits and Renewals*

For LAUSD residents currently on permit at CCUSD, or for LAUSD residents considering applying for a permit to attend CCUSD for the 2010/2011 school year, please note: **LAUSD has recently announced that they intend to severely limit the number of permits they issue for the 2010-2011 school year.** LAUSD will continue to issue permits for reasons of (1) final year of school, i.e. permit student is entering 5<sup>th</sup>, 8<sup>th</sup>, or 12<sup>th</sup> grade and/or (2) for reasons of parent employment, i.e. if a parent is employed full-time in the city of Culver City.

**LAUSD residents, for answers to your questions on the new LAUSD Permit Policy, please contact your:**

- LAUSD School Board Member
- LAUSD Superintendent's Office
- LAUSD Permit and Transfer Office

**CCUSD will provide:**

- A Question & Answer Session for those seeking new permits to CCUSD on Wednesday, April 7 in the CCUSD Board Room, 4034 Irving Place, Culver City, CA 90232. Sessions will be held on the hour at 8, 9, 10, and 11 a.m. The new Los Angeles County application form will be available; however, please note, LAUSD will only accept applications submitted online via their website.
- Detailed information to the parents of students on permit in mid-April.
- Workshops in school computer labs for permit parents, who do not have access to the Internet, the first week of May.

**LAUSD will:**

- Begin accepting Interdistrict Transfer Applications (online only) beginning May 1, 2010.
- Issue a confirmation number for each application submitted.
- Require parents to mail required documentation, with the confirmation number noted on each page of documentation.

**All School Districts in Los Angeles County shall:**

- Use the same Interdistrict Transfer Application form.
- Require the same documentation to support each reason provided for the request.
- Follow three new steps:
  1. Complete and submit an application to the District of Residence.
  2. District of Residence will approve or deny request.
    - a. If request is denied by District of Residence, parent must appeal within timeline.
    - b. If appeal is denied a second time, parent may appeal to the Los Angeles County Office of Education (LACOE) within 30 days.
    - c. LACOE will make a final decision.
  3. Once an Interdistrict Transfer Permit has been issued by the District of Residence, submit the permit to the Proposed District of Attendance.
    - a. If request is denied by Proposed District of Attendance, parent must appeal within timeline.
    - b. If appeal is denied a second time, parent may appeal to the Los Angeles County Office of Education (LACOE) within 30 days.
    - c. The LACOE Board of Education will make the final decision.