



SKY ISLANDS ENROLLMENT & REGISTRATION POLICIES and PROCEDURES

Founded in 2008, Sky Islands is an open-enrollment, non-profit, public charter high school. Sky Islands follows the admissions requirements for Arizona schools set forth in ARS 15-184 and 20 USC 7221i(1)(H). There is no tuition, and we do not require entrance examinations. Placement tests in math, reading, and writing may be given to new students to identify academic proficiency levels.

1. ENROLLMENT

Enrollment is open to students entering grades 9 through 12 (through age twenty-one). Unless the number of applications exceeds the capacity of a program, class, grade level, or building, enrollment will be offered to a student upon submission of the Enrollment Application, which includes the following:

- a) Student Enrollment form
- b) Arizona Residency form with copy of one supporting document
- c) Reliable proof of student's identity and age, such as
 - o birth certificate
 - o certified copy of birth certificate
 - or
 - o baptismal certificate*
 - o application for social security number*
 - o original school registration records*

*(along with an affidavit explaining the inability to provide a birth certificate)
Blank affidavit forms are available in the school office

The Enrollment Application is available to download and print from the Sky Islands website:
<https://skyislands.org/contact-enroll/>

Sky Islands complies with ARS 15-184. No student will be denied enrollment based on ethnicity, national origin, gender or sexual orientation, income level, disabling condition, or proficiency in the English language. Sky Islands may exercise its right to refuse enrollment to any student who has been, or is in the process of being, expelled from another educational institution.

Missing, misleading, or inaccurate information provided by parents/guardians or students on the enrollment application will falsify the student's admission and can result in dismissal from Sky Islands.

Enrollment priorities when enrollment *exceeds* capacity at any grade level

In accordance with ARS 15-184, enrollment priority will be given to students

- a) who timely re-enroll at Sky Islands from the previous year
- b) of employees or current Governing Board members
- c) who have siblings attending and/or re-enrolling at Sky Islands

All other completed Enrollment Applications will be included in a lottery pool.

Homeless Children and Youth

Subtitle B of Title VII of the McKinney-Vento Homeless Assistance Act (42 USC 11431 et seq.) is included in the Every Student Succeeds Act of 2015. The reauthorization requires that children and youths experiencing homelessness are immediately enrolled in school and have educational opportunities equal to those of their non-homeless peers.

ARS 15-825(C) states:

The current residence of a homeless pupil, who does not reside with the person having legal custody of the pupil, is considered to be the residence of the homeless pupil if the person having legal custody of the pupil is a resident of the United States. For the purposes of this subsection, "homeless pupil" means a pupil who has a primary residence that is:

- a supervised publicly or privately operated shelter designed to provide temporary living accommodations
- an institution that provides a temporary residence for individuals intended to be institutionalized
- a public or private place not designed as regular sleeping accommodation for human beings

Under this policy, Sky Islands will admit students who meet the definition of "homeless" by:

- not requiring birth certificate; and
- not requiring proof of immunization until the fifth calendar day of enrollment as defined in ARS 15-872(H).

2. REGISTRATION

Once a student is enrolled, parents/guardians (or students aged 18 and older) must complete a Registration Packet. The Registration Packet can be picked up at the school office or will be emailed upon request.

Please submit the following with the Registration Packet:

- **Up-to-date immunization records**
 - Per ARS 15-872(B), a student shall not be allowed to attend school without submitting documentary proof to the school administrator unless the student is exempted from immunization pursuant to section 15-873, or
 - the parent submits a signed statement to the school administrator stating that the parent or guardian has received information about immunizations provided by the department of health services and understands the risks and benefits of immunizations and the potential risks of non-immunization and that due to personal beliefs, the parent or guardian does not consent to the immunization of the pupil, or
 - the school administrator receives written certification signed by the parent or guardian and by a physician or a registered nurse practitioner that states that one or more of the required immunizations may be detrimental to the student's health and that indicates the specific nature and probable duration of the medical condition or circumstance that precludes immunization.
 - Homeless students have until the fifth calendar day after enrollment to provide proof of immunization.
- **Withdrawal form from previous school**
- **Unofficial transcript** for transferring high school students (if available)
- **8th Grade Certificate or equivalent** for entering 9th graders (if available)
- **Current and complete Special Education records** (IEP, 504 Plan, medical/psychological diagnosis) – if available
- **Court documents** (Order of Adjudication, Protection, Adoption, Custody/Guardianship) if applicable

Within five days of enrollment, Sky Islands will submit directly to the student's previous school a request for the student's official record.



Enrollment Application

(3-4-22)



Student Enrollment Form

(please return with proof of identity & age)

Entering Grade Level:		For School Year:		Entry Date:		
Student Last Name:		First Name:		Middle Name:	DOB:	
Student Phone Number:		Student Email:			Gender: ___M ___F	
Does the student have siblings or other family members enrolled at Sky Islands? If yes, please provide name(s) and grade level(s).						
Does the student have a parent on active duty in the US military? ___Y ___N						
Parent/Guardian 1:		Relationship:		Lives with: Y N		
Home Address (please include zip code):				Employer:		
Cell Ph:		Work Ph:		Email:		
Parent/Guardian 2:		Relationship:		Lives with: Y N		
Home Address (please include zip code):				Employer:		
Cell Ph:		Work Ph:		Email:		
Emergency Contact:		Relationship:		Lives with: Y N		
Cell Ph:		Work Ph:		Email:		
Last school attended (please list address and phone number):						
Has the student ever been expelled? ___Y ___N (if yes please provide a brief explanation)						
Parent/Guardian Signature:				Date:		
FOR OFFICE USE ONLY						
		Date				
Enrollment Application Rcvd				Entered in PowerSchool		
				Date		



**Arizona Department of Education
Arizona Residency Documentation Form**

School: **Sky Islands High School**

School District or Charter Holder: **Blue Adobe Project**

Student Name: _____

Parent/Legal Guardian Name: _____

As the Parent/Legal Guardian of the Student, I attest* that I am a resident of the State of Arizona and submit in support of this attestation a copy of the following document that displays my name and residential address or physical description of the property where the student resides:

- Valid Arizona driver's license, Arizona identification card, or motor vehicle registration
- Valid Arizona Address Confidentiality Program authorization card
- Real estate deed or mortgage documents
- Property tax bill
- Residential lease or rental agreement
- Water, electric, gas, cable, or phone bill
- Bank or credit card statement
- W-2 wage statement
- Payroll stub
- Certificate of tribal enrollment (506 Form) or other identification issued by a recognized Indian tribe in Arizona
- Documentation from a state, tribal, or federal government agency (Social Security Administration, Veteran's Administration, Arizona Department of Economic Security)
- Temporary on-base billeting facility (for military families)

- I am currently unable to provide any of the foregoing documents. Therefore, I have provided an original affidavit signed and notarized by an Arizona resident who attests that I have established residence in Arizona with the person signing the affidavit. (You may obtain a blank affidavit form from the school office.)

Signature of Parent/Legal Guardian

Date

**For members of the armed services, the provision of verifiable documentation does not serve as a declaration of official residency for income tax or other legal purposes. Armed service members may utilize a temporary on-base billeting facility as the address for proof of residency.*