

Dear Parent/Guardian,

Putnam County School District continues to offer School Choice. Included in School Choice is Controlled Open Enrollment Program. The Controlled Open Enrollment Program gives the students the opportunity to attend schools in the District, other than their home zoned school. Parents are responsible for transportation when exercising school choice.

Parent/Guardian(s) interested in applying for Controlled Open Enrollment may pick up an application at any of the schools in the district. The application will be available March 1, and must be returned to the school of choice by July 1. Applications will be processed in the order they are received, but decisions on these applications may not be available until after the tenth day of the school year. Students who reside in Putnam County will be given priority; all others will depend upon space availability in the requested grade level, class, or program.

Students must remain in their zoned school until the decision process has been completed. Upon acceptance into the program, parent/guardian(s) will be notified and will be responsible for their child's transportation. Annual reapplication will not be necessary as long as the student remains enrolled in the same school. When a student transitions from elementary school to middle school or middle school to high school it will be a requirement to reapply.