High School Enrollment Appeal Form

The High School Choice Office assigned students to their home resident high school or one of the high schools chosen on your student’s High School Choice application. Now that the high school assignment process has passed, the enrollment is set at all the schools for ninth grade next year. If you believe the district made a clerical error or a data entry error with your student’s application, you may complete this form and send it to the address listed below.

Please mail, fax, or email the completed form no later than March 15, 2017 to:

Jennifer Brown
EACCR / High School Choice
1515 Hughes Way, Third Floor
Long Beach, CA 90810
Email: jmbrown@lbschools.net
Fax: (562) 997-8302

Student Name __________________________________ Current Grade ____________

Address ____________________________________________________________ Birthdate ____________

City _______________________________________________________________ Zip Code ____________

Home Phone Number ___________________________ Cell Phone ____________________________

Current Middle School ___________________________ Counselor’s Name ____________________________

Parent/Guardian Name ___________________________________________ Date __________________________

Request

Assigned High School/Program ___________________________ Home Resident High School ___________________________

High School and Pathway Requested ____________________________

Details of the error __________________________________________

___________________________________________________________

The HS Choice Office will notify you no later than June 2, 2017 if your student has been assigned to a different high school

For Office Use Only

Disposition ___________________________________________ Error Verified – Assigned to ___________________________
Signed ___________________________ Request Denied – Space Not Available
Date ___________________________ Referred to ___________________________ High School – please contact ___________________________