

## School of Choice (SoC)

### Frequently Asked Questions

Holt Public Schools ([www.hpsk12.net](http://www.hpsk12.net))

SoC questions may be sent to [enrollment@hpsk12.net](mailto:enrollment@hpsk12.net)

#### How will I know SoC applications are available?

- Monitor the Holt Public Schools district website for information and announcements.

#### When does the SoC application need to be returned?

- Specific instructions are included on the application with dates for returning applications with disciplinary reports.

#### Are discipline reports required?

- Yes, discipline reports signed by the previous school are required and must be returned WITH the SoC application. This report should be completed by the principal/administrator at the school the student is currently attending. This does not apply to kindergarten students.

#### If my student has discipline on their record, what will happen?

- Students with discipline on their record in the last TWO academic years, regardless of severity, will not be considered for placement at Holt Public Schools.

## What information should I provide on the application?

- All fields must be completed, and all pages of the application **MUST** be signed. Applications without signatures will not be considered for placement.

## May I turn in an application without the discipline report?

- No, applications without discipline reports will not be accepted or considered for placement.

## How will I know if I have been accepted for SoC?

- Applicants who have been accepted for placement in Holt Public Schools will receive a letter of acceptance notification, including enrollment instructions.

## May I choose the school I would like my student to attend?

- No, you may request & prioritize buildings, but decisions will be made based on available space in the building and grade being requested.

## May I enroll my student and then apply for SoC?

- No, you must receive letter of acceptance notification before enrolling as a SoC student. If enrollment is submitted prior to notification, it will be discarded.

**For questions about Special Education, 504's and Specialized Medical needs for your student please contact the Student Services Dept at 517 699 244**

## How do I enroll my SoC student?

- Once you receive a letter of acceptance notification you will also be provided with instructions for enrollment. The enrollment process at Holt Public Schools is completely digital and will be accessible by going to the district website ([www.hpsk12.net](http://www.hpsk12.net)) and clicking on the enrollment tab.

## What documents are required for enrollment?

- All enrollments in Holt Public Schools must provide the following:
- 2 DIFFERENT, current and dated proof of residency
- Birth Certificate, Passport or other Government issued birth record
- Immunization record or approved Health Department Waiver
- Photo ID of parent/guardian enrolling student
- Dental, Hearing Vision Screening for Kindergarten and 1<sup>st</sup> grade students