Students
ADMISSION

The County Superintendent and County Board encourage the enrollment and appropriate placement of all children who are eligible for enrollment in school. The County Superintendent or designee shall inform parents/guardians of children seeking admission to a County Superintendent-operated school about admission requirements and shall assist them with enrollment procedures.

The County Superintendent or designee shall maintain procedures which provide for the verification of all entrance requirements specified in law and in County Superintendent/County Board policies and administrative regulations.

The County Superintendent shall not inquire into or request documentation of a student's social security number or the last four digits of the social security number or the citizenship or immigration status of the student or his/her family members. (Education Code 234.7, 49076.7)

However, such information may be collected when required by state or federal law or to comply with requirements for special state or federal programs. In any such situation, the information shall be collected separately from the school enrollment process and the County Superintendent or designee shall explain the limited purpose for which the information is collected. Enrollment in a County Superintendent-operated school shall not be denied on the basis of any such information of the student or his/her parents/guardians obtained by the County Superintendent, or the student's or parent/guardian's refusal to provide such information to the County Superintendent.

The County Superintendent or designee shall immediately enroll a homeless student, foster youth, student who has had contact with the juvenile justice system, or a child of a military family regardless of outstanding fees or fines owed to the student's last school, lack of clothing normally required by the school, such as school uniforms, or his/her inability to produce previous academic, medical, or other records normally required for enrollment. (Education Code 48645.5, 48850, 48852.7, 48853.5, 49701; 42 USC 11432)

Adopted: 07/15/1982
Amended: 12/08/2011, 10/15/2020, 04/20/2023

Legal Reference

Education Code
234.7  Student protections relating to immigration and citizenship status
46300  Computation of average daily attendance, inclusion of kindergarten and transitional kindergarten
46600  Agreements for admission of students desiring interdistrict attendance
48000  Minimum age of admission (kindergarten)
48002  Evidence of minimum age required to enter kindergarten or first grade
48010-48011  Minimum age of admission (first grade)
48011 Admission from kindergarten or other school; minimum age
48050-48054 Nonresidents
48200 Children between ages of 6 and 18 years (compulsory full-time education)
48350-48361 Open Enrollment Act
48645.5 Enrollment of former juvenile court school students
48850-48859 Educational placement of homeless and foster youth
49076 Access to records by persons without written consent or under judicial order
49076.7 Student records; data privacy; social security numbers
49408 Information of use in emergencies
49700-49701 Education of children of military families

Health and Safety Code
120325-120380 Education and child care facility immunization requirements
121475-121520 Tuberculosis tests for students

Code of Regulations, Title 5
200 Promotion from kindergarten to first grade
201 Admission to high school

Code of Regulations, Title 17
6000-6075 School attendance immunization requirements

United States Code, Title 5
552a Note Refusal to disclose social security number

United States Code, Title 42
11431-11435 McKinney-Vento Homeless Assistance Act

Court Decisions

Management Resources

CSBA Publications
Legal Guidance on Providing All Children Equal Access to Education, Regardless of Immigration Status, February 2017

California Office of the Attorney General Publications
Promoting a Safe and Secure Learning Environment for All: Guidance and Model Policies to Assist California’s K-12 Schools in Responding to Immigration Issues, April 2018

U.S. Department of Justice Civil Rights Division and U. S. Department of Education Office for Civil Rights Joint Publications
Dear Colleague Letter: School Enrollment Procedures, May 8, 2014
Fact Sheet: Information on the Rights of All Children to Enroll in School, May 8, 2014

Websites
CSBA: http://www.csba.org
California Department of Education: https://www.cde.ca.gov/
U.S. Department of Education, Office for Civil Rights:
https://www2.ed.gov/about/offices/list/ocr/index.html
U.S. Department of Justice: http://www.justice.gov