

Open Enrollment Requests

Open Enrollment into the District

The parent/guardian of the student requesting to open enroll into the Cedar Rapids Community School District will submit an open enrollment request to the District by March 1st of the preceding school year for students entering grades 1-12 and September 1st for students entering preschool special education or kindergarten. The Cedar Rapids Community School District Board/designee will act upon the request for students in grades 1-12 by June 1st of the preceding school year or within 30 days if received after the March 1st deadline. Notification of either approval or denial of the request will be provided to the parent/guardian and the resident district within five days of the disposition of the application.

A request to open enroll into the District will be approved if:

- the student is in good standing with their current district and is not currently suspended or expelled,
- classroom space is sufficient,
- the appropriate instructional program is available, and
- the applicant qualifies for “good cause” as defined in Iowa Code.

Open Enrollment Out of the District

Parents/guardians requesting open enrollment out of the Cedar Rapids Community School District for their student will notify the resident district (Cedar Rapids Community School District) and receiving school districts no later than March 1st of the preceding school year. The notice is made on forms developed by the Iowa Department of Education and available at each school site and on the District website. The open enrollment request will be forwarded by the parent/guardian to the receiving school district’s Board or their designee, who will act on the request no later than June 1st of the school year preceding the school year for which the request is made.

For children entering Kindergarten, the deadline for submitting an application for open enrollment is September 1st of the current school year.

After the March 1st deadline, a student must meet “good cause” as defined by the Iowa Department of Education to be eligible for a timeline waiver.

Applications filed under “good cause” will be acted upon within 30 days of receiving the request. Board action is required on all denied open enrollment applications.

Legal Reference: Iowa Code §§ 282.18(3)
 281 I.A.C. 17.6(2)
 IA Department of Education Open Enrollment Handbook

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