

Navigating Open Enrollment in PUSD



PASADENA EDUCATION NETWORK

Eligibility Dates



- Transitional Kindergarten
 - 5 years old between September 2, 2024-June 2, 2025
- Kindergarten
 - 5 years old by September 1, 2024
- First Grade
 - 6 years old on or before September 1, 2024

What's My Neighborhood School?

- PUSD School Locator
- pusd.us/findmyschool

https://excensus-guidek12.net/pasadenaca/school_search/current/

Pasadena Unified School District GuideK12™

Find your address ⓘ

2233 BRIGDEN RD PASADENA, CA 91104

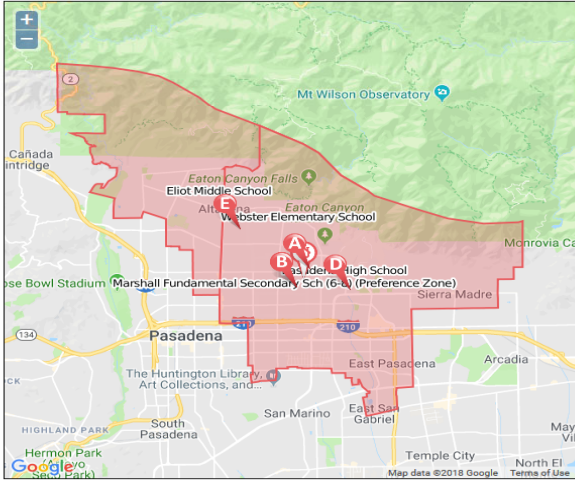
Or, click on the map to pick your home location.
[Clear Location](#)

Advanced search [+] ⓘ

Matching Results ⓘ

[Compare Selected Schools](#)

- A** **Webster Elementary School**
Assigned school
2101 E Washington Blvd
Pasadena, CA 91104
Drive Time: 1 min
Drive Distance: 0.4 mi
- B** **Marshall Fundamental Secondary Sch (9-12) (Preference Zone)**
Assigned school
990 N. Allen Avenue
Pasadena, CA 91104
Drive Time: 2 mins
Drive Distance: 0.5 mi
- C** **Marshall Fundamental Secondary Sch (6-8) (Preference Zone)**
Assigned school
990 N. Allen Avenue
Pasadena, CA 91104
Drive Time: 2 mins
Drive Distance: 0.5 mi
- D** **Pasadena High School**
Assigned school
2925 E Sierra Madre Blvd
Pasadena, CA 91107
Drive Time: 3 mins
Drive Distance: 0.9 mi
- E** **Eliot Middle School**
Assigned school
2184 North Lake Avenue
Altadena, CA 91001
Drive Time: 8 mins
Drive Distance: 2.9 mi



Which Schools are Right for Your Family?

- Visit PEN's website at www.penfamilies.org
- Consider your families values and needs
- Consider your child's interests
- Check out your neighborhood school
- Take some tours
- Talk to PEN's Parent Ambassador volunteers
- Make your selections



What is Open Enrollment?

- School Choice Random lottery
 - School other than your neighborhood school of residence
 - Dual Language Immersion Program
 - Marshall Fundamental Secondary School
 - Math Academy



Transitional Kindergarten

- All schools with the exception of San Rafael will have TK programs
- Spanish TK and English TK at Longfellow and Jackson
- Mandarin TK at Field
- Armenian TK and English TK at Webster
- No French TK program
- Once accepted into TK through Open Enrollment, you may stay at that school, in the same program, for kindergarten – 5th grade
- Families who want to continue with Spanish DLIP at San Rafael must submit an Open Enrollment application

What About Magnet Schools like Arts and STEM /STEAM? Or the International Baccalaureate Program?

- Only if they are not your assigned neighborhood school



How Does the Open Enrollment Lottery Process Work?

- Submit one application per student between January 9 – 26, 2024
- In preference order, list the schools you prefer to your neighborhood school
- Random Lottery system assigns each application a number
- Families will be notified by email of their placement
- Families either...
 - Accept their placement and register online **OR**
 - Accept their placement and register, but remain on wait lists for their preferred higher choices **OR**
 - Leave the Open Enrollment process by doing nothing



PASADENA
Unified School District

Open Enrollment

Welcome [Redacted] 2023-2024

Click the child's card to manage Pasadena Unified School District applications and registration forms.

Carla [Redacted]

No records for the 2023-2024 school year

Get Started

Emma [Redacted]

✓ 1 Applications Submitted

View All



Add a Student



[← Back to Dashboard](#)

Jack [REDACTED] Submitted Forms

View status and take action on all submitted applications and registration forms for Jack Buzzini.

Jack's Applications

[+ Applications](#)

Application

[Edit Ranking](#)



Octavia E Butler Magnet - Continuing Spanish Immersion Program, STEAM

● Offered

[Withdraw](#)

[Decline](#)

[Accept](#)

Choice 1

Message

Emma [REDACTED]
Emailed to [REDACTED]
Tue, Nov 29, 03:27 pm

Emma [REDACTED] Offer of Admission

The lottery for **Sierra Madre Middle School** has been run.

Congratulations! **Emma [REDACTED]** has been offered admission!

Please accept your placement by December 19, 2023, 4 PM, to avoid being automatically declined. <https://pusd.schoolmint.com/>

¡Felicidades! Emma ¡Se ha ofrecido la admisión a [REDACTED]

Acepte su ubicación antes del 19 de diciembre de 2023 a las 4 p. m. para evitar que se rechace automáticamente.

<https://pusd.schoolmint.com/>

Close

to c... 03:49 pm

03:49 pm

ere... 03:27 pm

in t... 03:27 pm

ha... Oct 24

our ... Oct 24

fyo... Oct 24

What's the Second Lottery?

- After the first lottery is completed, principals re-evaluate the number of seats that are still available for the second lottery
- Families who participated in the first lottery, do not submit applications for the second lottery. You are already on wait lists for your preferred schools and will be notified as seats become available.
- Families who missed the first lottery may enter the second lottery and select all schools they prefer to their assigned school of residence.
- Families are notified of their placement from the second lottery
- If they don't get their first choice, they will be added to the wait lists of their preferred choices.
- Families register at the school where they are placed in order to remain on wait lists for their higher preference schools.

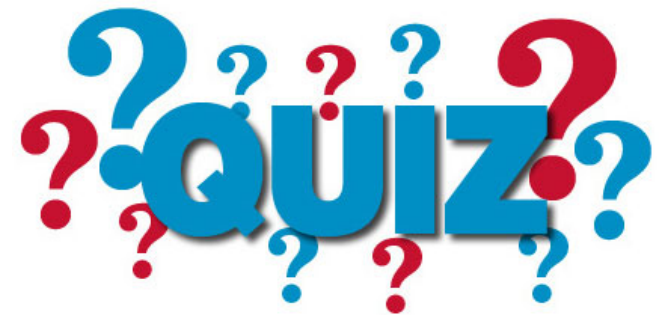
Open Enrollment Wait Lists

- Families are notified as spaces become available at a preferred school
- Families remain on the wait lists until August 12, 2024 (one week before school starts)



Which Schools/Programs Require Participation in Open Enrollment?

- Dual Language Immersion Programs
- Marshall Secondary Fundamental School
- Math Academy
- High School Academies that aren't located at your neighborhood school
- Any school that is not your assigned neighborhood school



What is a Neighborhood Preference?

- 50% of projected available seats
- Must select your neighborhood preference school as your first choice
- Lottery recognizes address
- If more applicants in neighborhood preference zone than seats available, then second chance in the lottery



How Many Seats Will Be Available?

- First Lottery:
 - Enrollment Trends
 - Demographic Data
 - Siblings & Priority Registrations
- Second Lottery:
 - Families who didn't register after the first lottery
 - Possible adjustments

Projection ranges will be on the PUSD website
prior to the start of Open Enrollment

What Do I Need to Register?



- Parent/Guardian photo id (driver's license, CA ID card, passport, etc.)
- Your child's most recent immunization and vaccination record
- Verification of student's date of birth (birth certificate, passport, adoption papers, etc.)
- Verification of address (property tax bill, mortgage statement, rental agreement, utility bill, etc.)
- Transcript for secondary students

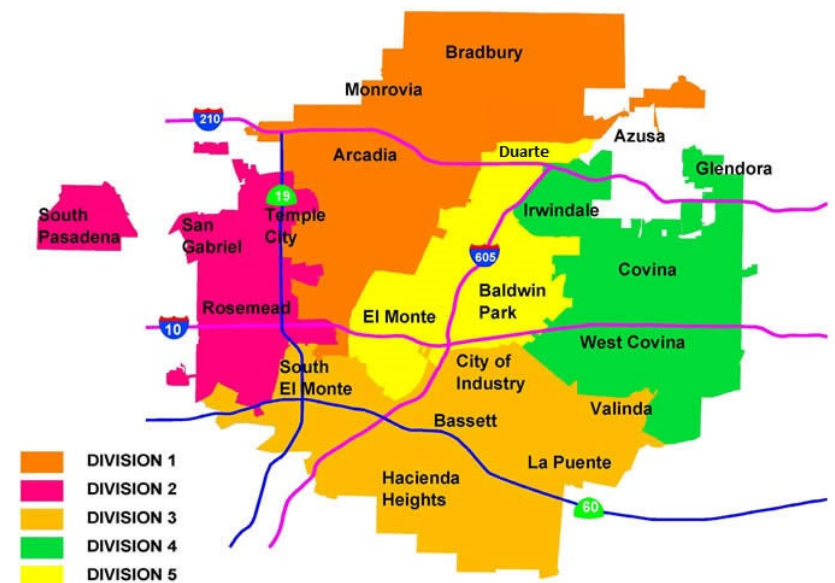
Priority & Sibling Registration



- Siblings of current students and students continuing in a special program are guaranteed enrollment **if they register during the fall priority time period**
- Dual Language Immersion Program students register online for the continuing DLIP school
- Willard's International Baccalaureate Program students register directly for Blair IB
- Altadena Arts to Eliot Arts to Muir's Arts, Media & Entertainment Academy
- Washington STEM or Jackson STEM to Octavia E Butler Magnet to Muir's Engineering & Environment Academy

What if We Live Outside of PUSD's Boundaries?

- Contact the Office of Enrollment at 626/396-3639
- Can be added to wait lists
- Submit an inter-district application beginning March 25, 2024 at pusd.schoolmint.com
- Don't need to be released from home district until you are accepted into a PUSD school



For More Information

- Complete an online Open Enrollment application from January 9 – January 26 at pusd.us/enroll
- To register at your Neighborhood School visit pusd.us/enroll
- For application assistance, contact PUSD's Office of Enrollment at **626-396-3639**
- Contact Nancy or Susan, at PEN (FirstName@penfamilies.org), info@penfamilies.org, or through PEN's Facebook page