

## **EIPS Launches New Pre-Enrolment Process**

Elk Island Public Schools (EIPS) is launching a new pre-enrolment process to simplify the way it registers students for the upcoming year, collects information, and manages requests to attend a non-designated school. The pre-enrolment process allows the Division to verify all student information for every child prior to the start of the new school year.

Each spring, EIPS families will receive an email from the Division asking them to confirm their child's enrolment in a school for the upcoming year using a secure online pre-enrolment form. By logging in to PowerSchool, families can indicate which school their child plans to attend; apply to attend a non-designated school, if applicable; and update any required student information—such as phone numbers, addresses and emergency contacts. If circumstances change, families also have the ability to update their child's data throughout the year.

**The pre-enrolment process for the 2018-19 school year takes place from March 1-15 of this year.**

### **Applying to attend a non-designated school?**

The new pre-enrolment process also eliminates the former Boundary Exemption Request Process. Now, returning students who want to apply to a non-designated school can do so through the pre-enrolment process by indicating on the form the school they want to attend. Acceptance is not guaranteed; rather, it's based on available space. Some EIPS schools have closed boundaries because of high enrolment numbers and will not accept non-designated students for the 2018-19 school year. These schools will be identified prior to the pre-enrolment process. All families who apply to attend a non-designated school will be contacted and advised of the outcome in April.

*NOTE:* Any requests to attend a non-designated school or out-of-boundary program for returning students in grades 1-12 must be completed during the two-week pre-enrolment process to be considered for the next school year. The only exception: Students who move into the Division from outside the geographic area, or another community within the Division, following the deadline.

For more information visit [www.eips.ca](http://www.eips.ca).