

# OPEN ENROLLMENT 2022-23

## Pasadena Unified School District

Open Enrollment includes enrollment for new-to-PUSD students and continuing PUSD students who will change schools for the 2022-23 school year.

**For assistance, please contact:**

Office of Enrollment, Permits,  
& Student Records  
351 S. Hudson Ave., Room 123  
Pasadena, CA 91101  
(626)396-3639  
[pusd.us/enrollment](https://pusd.us/enrollment)

1



### Search

- Find your school of residence: [pusd.us/findmyschool](https://pusd.us/findmyschool)
- Search our website for school tour dates, the PUSD schools guide, and enrollment forms and procedures: [pusd.us/enrollment](https://pusd.us/enrollment)

2



### Select

- Choose to enroll your student in their school of residence for the 2022-23 school year (no lottery application required unless the requested program is dual language immersion) OR
- Apply online to participate in the lottery for another PUSD school or a dual language immersion program, January 10-28 & March 7-11  
Online lottery applications: <https://schoolchoicepusd.com>

3



### Submit

Pre-enroll your child in their school of residence or offered lottery school.

#### Required documentation for registration/pre-enrollment:

- Child's birth certificate, passport, baptismal certificate, Bible record, or immigration certificate
- Child's proof of current immunizations
- Recent utility bill in parent/guardian's name: water, gas, or electric
- Proof of residency in PUSD boundaries: deed of trust, rental receipt with lease agreement, property tax bill in parent/guardian's name
- Transcript (high school students) or recent report card (middle school)
- Most recent Individualized Education Plan, if applicable
- Students may be assessed for language proficiency, if applicable

Registration for eligible students during valid dates: [pusd.us/registration](https://pusd.us/registration)

See reverse for valid dates. For priority and lottery seats, staff will confirm eligibility and notify families when they are accepted and permitted to register. Once pre-enrolled, a student may not participate in other phases of Open Enrollment.

**All applications and forms are available online at [pusd.us/enrollment](https://pusd.us/enrollment)**  
**Assistance is available in person by appointment and by phone (626)396-3639**

# PUSD OPEN ENROLLMENT 2022-23

*Eligible families may submit sibling & priority applications for Fall 2022*

[pusd.us/enrollment](https://pusd.us/enrollment)

**October 25, 2021, 9AM - November 15, 2021, 4PM**

- **Sibling:** Pre-enrollment applications for siblings of an enrolled PUSD student who will attend the same school/program at the same time (siblings must reside at the same address)
- **Priority:** PUSD students who are promoting to 6th or 9th grades and continuing in the same signature program; visit [pusd.us/enrollment](https://pusd.us/enrollment) for a list of qualifying programs & application

*Families may register to attend their school of residence for Fall 2022*

[pusd.us/registration](https://pusd.us/registration)

**Beginning November 29, 2021**

- New to PUSD K-12 students who prefer their school of residence; kindergarten students must turn 5 by September 1, 2022
- New to PUSD students entering Transitional Kindergarten
- Current PUSD students who are promoting to 6th or 9th grades and prefer to attend their school of residence: [pusd.us/findmyschool](https://pusd.us/findmyschool)

**OR:**  
*PUSD families may apply online to participate in the lottery for another PUSD school or a dual language immersion program for Fall 2022*

[schoolchoicepusd.com](https://schoolchoicepusd.com)

**First Lottery**

**Apply: January 10, 2022, 9AM - January 28, 2022, 4PM**

**Results Available Online: February 17, 2022 by 11:59PM**

**Register: February 18, 2022, 9AM - February 28, 2022, 4PM**

- New and continuing K-12 students residing in PUSD may apply for schools other than the student's school of residence or for a dual language immersion program
- Children of PUSD employees (verification required)
- Families who missed the sibling/priority application period
- First lottery participants not offered their 1st choice must select "Continue to Next Round" to be included in the second lottery

**Second Lottery**

**Apply: March 7, 2022, 9AM - March 11, 2022, 4PM**

**Results Available Online: March 18, 2022 by 11:59PM**

**Register: March 21, 2022, 9AM - March 25, 2022, 4PM**

- New & continuing K-12 students residing in PUSD who missed the first lottery

*Families may submit Intradistrict & Interdistrict Permit Requests for Fall 2022*

[pusd.us/enrollment](https://pusd.us/enrollment)

**Beginning March 28, 2022**

- Intradistrict permit requests for students new to PUSD after the close of the second enrollment lottery
- Interdistrict permits to enter PUSD from another district of residence\*

**March 28, 2022-August 4, 2022**

- Requests to relinquish permits to return to school of residence

**March 28, 2022-June 28, 2022**

- Interdistrict permits to exit PUSD\*

\*Requires release from district of residence per BP 5117

**All applications and forms are available online at [pusd.us/enrollment](https://pusd.us/enrollment)  
Assistance is available in person by appointment and by phone (626)396-3639**