



CANYONS
School District
*"Celebrating the Highest
Standards of Educational Excellence"*

Planning and Enrollment's most frequently asked questions:

1. I am new to Canyons School District, how do I enroll my student?

Welcome to Canyons School District! To register, the student needs to be five years of age on or before September 1st for the enrollment year. Parent or guardian would need the following documentation for enrollment:

Proof of residence

A certified copy of the student's birth certificate

Complete immunization record or official immunization exemption

Contact your student's school for more information. If you are unsure what school corresponds to your address, check our boundary maps [here](#), simply choose if it is for Elementary, Middle or High School.

2. I want to have my child tested or placed in Kindergarten early. Can I do that?

There is no early placement for Kindergarten. The UTAH STATE LAW says a child must be five on or before September 1st to be placed in Kindergarten. There are **no exceptions** to this state mandated law.

When the student is five and enters kindergarten, you can request acceleration to the 1st grade.

3. My student who does not meet the September 1st deadline for Kindergarten goes to a private Kindergarten program. Can my student then enroll at Canyons for 1st grade?

The student must have attended a Kindergarten program within an accredited school. In a majority of cases, in the state of Utah, if the child was accepted under the age of five the school is not accredited for Kindergarten. You can check with Planning and Enrollment or check online at <http://www.advanc-ed.org/oasis2/u/par/search>.

4. If I want to homeschool my student, do I withdraw them?

No. You must first do a Homeschool Affidavit, and it must be signed and approved by the office of Planning and Enrollment. For more information on Homeschooling visit our Home School tab on our Planning and Enrollment website at <http://www.canyonsdistrict.org/home-school> for forms, links and State requirements.

5. My homeschooled student wants to take classes at their boundary school, what forms do they need?

If a student will be at their boundary school 50% of the day or more, they are not considered a Homeschool student. The student will be treated as a regular student and will need a release time form for the time they will not be at school.

If a student is enrolled 49% or less at their boundary school, they will need a signed and approved HS affidavit and a Dual Enrollment form.

The HS Affidavit can be completed in our office, but the Dual Enrollment form comes from the boundary school. Parents are not responsible for getting the Dual Enrollment form approved.

6. I am a former student and need my student records from my old school, where do I go?

Students who previously attended school in Canyons District and who have not yet graduated from high school would obtain their records from whatever school they would have attended had they stayed. Transcripts over 20 years old can be requested from the Utah State Archives.

If you need a formal letter for Social Security, Taxes, Dream Act or for any other reason please contact Leticia Collazo in the Canyons District Legal Department at 801-826-5061.

7. If my student is enrolling in a Canyons District School from out of the country. What grade are they placed in?

Students entering from out of the country **must** be placed according to their age no matter what grade they attended in their previous country. A parent of a student K-8th grade can ask for a retention/acceleration after the student is enrolled.

8. I have a student living with me but I am not their parent or legal guardian. I have a signed paper saying the parent has approved this. Can we enroll?

A signed parent document is not enough for custody in Utah. You can do a Power of Attorney if both you and the parent live in Utah. As a POA Guardian you must be a family member (grandparent, aunt, uncle, cousin). Power of Attorney for school purposes can be fulfilled through our Planning and Enrollment office if the above parties are present. If the parent lives out of state, the caregiver must get Guardianship through a court of law. If you do not meet these requirements, please call the office of Planning and Enrollment for further assistance.

9. My student wants to apply for or needs services in Salta/ Dual Immersion/ Special Education. Whom do I contact?

For information for Salta and Dual Immersion, please call Instructional Supports Department at 801-826-5045. To contact Special Education Department please call 801-826-5022.

10. I want my student to attend a school within the Canyons District boundaries that does not correspond to our address. How do I do that?

You can fill out an Open Enrollment Permit to request a placement at a school outside of your boundary school. You can start the online application here <https://permits.canyonsdistrict.org/permits/>. The school of choice would make the decision whether to accept /deny the permit based on space available. Planning and Enrollment does **not** make the decision on whether the permit is accepted or denied. If a permit is granted you will be responsible for transportation. There is no busing for permitted students. The permit would allow the student to remain at that school each year. They would not have to reapply until they moved on to a higher grade school i.e. middle, high school. For more information please click [here](#).