



# EnrollJeffco

## Frequently Asked Questions for Families

### 1) What is the difference between School Finder and EnrollJeffco?

- School Finder is a public website that enables families to learn about neighborhood, option, and charter schools all in one place. The [School Finder](#) will help your family:
  - Learn what kind of programs your neighborhood school offers.
  - Locate schools offering specific services like before-and-after-school care or preschool programs.
  - Find basic information like school hours, location, and website links.
  - Identify schools with certain academic models or extracurricular activities.
  - Discover the wide variety of schools available in Jeffco.
- EnrollJeffco is the online system designed to collect information about where students will be attending school for the upcoming school year, as well as accept and process choice enrollment applications. All families who will have a student in a Jeffco public school in the upcoming year are required to use the EnrollJeffco system.

### 2) When can I enroll using the system?

- EnrollJeffco and the Round One enrollment window will open on **Tuesday, December 10th, 2019** and will close at midnight on **Wednesday, January 15, 2020**. During this time, families may use EnrollJeffco to enroll in a Jeffco Public School (preK-12), indicating you are returning to the same school or applying to a new/different school (preschool and choice enrollment). The Round Two enrollment window begins on **January 21st, 2019**.
- Visit <http://www.enrolljeffco.org/> to access the EnrollJeffco system.

### 3) I don't have a Jeffco Connect account. Can I still use EnrollJeffco?

- The simple answer is no. You will need to use your Jeffco Connect username and password to access the EnrollJeffco system.
- If you are a current Jeffco family that needs access to your Jeffco Connect username and password, please reach out to your student's current school for assistance.
- If you are a new Jeffco family and need to set up a Jeffco Connect account, visit <https://jeffcoconnect.jeffco.k12.co.us/> to set up an account.

### 4) How is EnrollJeffco different from the previous enrollment process?

- The previous process was paper-based at managed at each school individually. EnrollJeffco allows families to enroll in any Jeffco Public School electronically.
- All schools will send out Round One choice enrollment notifications on the same day (these happened on various days in years past). Families will receive an email (and a text if preferred) from every school to which they applied. The notification will either be an offer to enroll or information about the student's placement on the school's waitlist.
- If a student receives more than one enrollment offer, the family must choose only one offer to accept, and they have three (3) calendar days to do so. Once a family chooses a school, any existing offers from other schools will be automatically declined.

### 5) What is the enrollment process for preschool? For Kindergarten? For a specific grade level?

- Enrollment for Pre-K through 12th grade will be done using EnrollJeffco. Families must create a Jeffco Connect Account, add their students to this account and then access EnrollJeffco to enroll or apply to enroll for the first time.
- Please visit School Finder and the [Preschool webpage](#) on the Jeffco Public Schools website for more information about Jeffco Preschools. Preschool enrollment is not guaranteed in Jeffco.
- Preschool enrollment is no longer a first-come, first-served process. Instead, preschool seats are allocated on a lottery basis. See the Preschool and Kindergarten Quick Reference guide on the [EnrollJeffco Website](#) for more details.

### 6) Can I enroll using my Smartphone to access EnrollJeffco?

- Yes, EnrollJeffco is mobile friendly and has been tested using multiple web browsers.

**7) I have several children in my family. Are my students more likely to get in if they all apply to the same schools? How do Jeffco's priorities work?**

- Please read the Board Document titled [Policy JFBA: District Choice Enrollment](#) to learn all you need to know about how choice enrollment works in Jeffco, including information about siblings applying together.

**8) If I apply for choice enrollment, will I lose my spot at my current school?**

- No. Just submitting a choice enrollment application or even receiving an offer will not affect a student's status at the student's current school. A student gives up the seat at their current or neighborhood school **ONLY** if the family *accepts* an offer from the school in which they are choice enrolling.

**9) We accepted a choice enrollment offer at a new Jeffco school. If I change my mind, can I return to my neighborhood school?**

- Once you accept an offer to a school in which you choice enrolled, that school of choice becomes your home school until you complete all the grades offered at that school.
- To return to your neighborhood school, you must complete a Round 2 choice enrollment application. If space is available, your student will be offered enrollment.
- If you wish to return to your neighborhood school during the school year, you must apply for Administrative Transfer, which will then need to be approved by your current principal and the principal at the neighborhood school.
- Students who apply for enrollment during the Round One window for the following school year are guaranteed enrollment at their neighborhood school.

**10) My student would like to participate in one of Jeffco's Gifted and Talented Center Programs. How do I enroll them?**

- Please visit the Jeffco Public Schools website at <https://jeffcopublicschools.org> to learn more about the Gifted and Talented Program. You can find this information under Programs, Gifted and Talented.
- All families of children who have been pre-qualified to attend a GT Center Program will use the new EnrollJeffco tool.

**11) My child has an Individualized Education Plan (IEP) and I wish to choice enroll into a school that is not our neighborhood school. Is there a different process?**

- It depends. If your student has a mild/moderate IEP, you will use the EnrollJeffco system to enroll or apply to enroll. If, however, your student needs more intensive supports (for example, in a Center Program or separate school), you will work with the Jeffco Special Education department to enroll.
- If you are new to Jeffco, the EnrollJeffco system will ask if your child has an IEP. If you answer "Yes", you will receive instructions on how to upload, mail, or drop-off the IEP so that the Special Education team can ensure appropriate supports for your student.

**12) If I choice enroll my student, what about transportation to and from school?**

- If your student enrolls in a school other than his/her designated neighborhood school the parents/guardians are responsible for transportation; there are a few exceptions (like special education students placed in a particular school). There are a few school-to-school bus routes that may be an option. Please see the website for transportation information including routes, times, fees, who is eligible for transportation, and more.

**13) Where can I get help if I need further assistance?**

- During school hours (roughly 7:30 AM - 4:00 PM), contact your student's current or prospective school.