

# THE SCHOOL DISTRICT OF PHILADELPHIA

## OFFICE OF STUDENT ENROLLMENT AND PLACEMENT

### 2017-2018 School Selection Process- Overview

The School District of Philadelphia will be accepting online applications for the School Selection Process from September 29<sup>th</sup> to November 13<sup>th</sup> at 5:00 PM. The School Selection Process is for students and families who wish to apply to a school outside of their neighborhood boundaries for admission into grades K-12 for September 2018. Please follow the steps below to submit an application.

**STEP 1- Go to [schoolselect.philasd.org](http://schoolselect.philasd.org)**

**STEP 2- Select the button that applies to the student: either Current District Student or Non-District Student.**



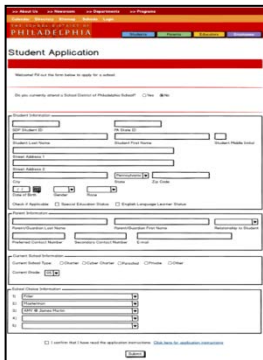
**STEP 3a- (CURRENT DISTRICT STUDENT)**

An application can be submitted in two ways.



1. Through the Student Portal - You will need the student's ID number and password.
2. Through the Parent & Family Portal - Parents will need to register for a portal account in order to be able to access the school selection application.
3. Students and families will be able to make changes to the application until 5:00 PM on November 13<sup>th</sup>.
4. **PLEASE NOTE:** The School District will use **the last** modification made to a student's application.
5. All notifications will be displayed through the Student and Parent Portals, including school determinations (Approval, Disapproval, and Waitlist statuses).

**STEP 3b- (CURRENT NON-DISTRICT STUDENT)**



1. Complete the application.
2. Once an application is submitted, **it cannot be modified**. Please be sure all information is correct and accurate before hitting the submit button.
3. **PLEASE NOTE:** If additional applications are submitted for the same student, the School District will use **the last** application submitted. **All** previous applications will be deleted.
4. Non School District of Philadelphia Applicants **must** provide the Student Data Transcript and copies of complete previous year Academic Records to ALL criteria based High Schools. See website for specific information.
5. All notifications will be sent to the email address provided including school determinations (Approval, Disapproval, and Waitlist statuses).

The School Selection website, [schoolselect.philasd.org](http://schoolselect.philasd.org), will also contain the following resources:

1. The School District's High School Directory
  2. PSSA Conversion Chart
  3. List of eligible neighborhood Elementary and Middle Schools
- ??Questions??- (email) [schoolselect@philasd.org](mailto:schoolselect@philasd.org) or (telephone) 215-400-4290**