



Admission Steps for Escondido Charter High School's Individualized Learning Program (ILP)

IMPORTANT NOTICE: Do NOT have your student dropped from his/her current school until your student has been officially accepted for enrollment in Escondido Charter High School's Individualized Learning Program (ILP).

- 1) Call the ECHS Admissions Coordinator for questions you may have regarding ECHS' Individualized Learning Program (ILP) or the Admissions Process.
- 2) Have your student's current school send an unofficial transcript and immunization records via fax to ECHS: 760-466-1182. (If your student is a 9th grader, have the current school fax a current "progress report".) *If your student receives any Special Education Services, such as an IEP or a 504 plan, please include this information.*
- 3) After your student's information has been received by ECHS, please contact the Admissions Coordinator to schedule a testing appointment.
- 4) After testing is completed, the ECHS Admissions Coordinator will contact you to discuss your student's test results in order to determine proper placement for your student.
- 5) If your student is accepted for enrollment, you MUST provide the following documents during your "Intake Appointment":
 - A) Proof of residency
 - B) Drop slip from previous school
- 6) Please make sure your student has returned all text books to his/her previous school and that all fines have been paid.

NOTE: If steps 5 and 6 are not completed, the enrollment process at ECHS can not be completed.

Admissions Coordinator

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