



Washington

School for the Deaf

ADMISSIONS PROCESS

Enrollment at WSD is a two-step process:

1. Application for acceptance into a 45 day diagnostic (Dx) placement;
2. Determination of acceptance for ongoing placement.

Diagnostic Placement

The following steps need to be completed prior to a student's acceptance for the 45-day school diagnostic (Dx) placement:

1. Parent completes "New Student Application" packet and returns it to WSD.
2. Parent and student visit WSD campus.
3. WSD Admissions office sends the Release of Information form to the student's current school.

Records that must be received by WSD include:

- Initial eligibility for special education documentation
 - Current evaluation report
 - Current IEP
 - Progress reports (academic / behavior)
 - Transcripts for high school students (including state testing scores)
 - Immunization / medical records
 - Audiology report
 - Attendance records
 - Behavior reports including detentions, referrals, suspensions, and other documents related to behaviors such as Functional Behavior Assessments or Behavior Intervention Plans
4. WSD counseling staff or administrator interviews parent: "Needs Assessment Inventory Interview"
 5. Admissions team makes a decision about acceptance for the 45 day Dx placement based upon WSD Admissions policy (copy available from the Superintendent's office.)

**Students moving into Washington: Students who have just moved to Washington must register with their local school district. The district is responsible for establishing the student's eligibility for special education and creating an initial Washington IEP. WSD cannot accept a new Washington student for diagnostic placement until this has been completed.*

Ongoing Placement

Prior to the conclusion of the 45 day Dx placement, the admissions team will meet to determine if the student will be enrolled at WSD on an ongoing basis or will return to the local school district. If accepted at WSD, the school will determine if a new IEP is needed and, if so, will schedule the meeting.

For questions related to the admissions process, please contact Dawn Smith at:

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