

*For Office Use Only*

District Services WCA Sibling WCA Staff

**LETTER OF INTENT**

Completing this form notifies Windsor Charter Academy of my intent to enroll my child at Windsor Charter Academy. I understand that submitting this form in no way guarantees my child being enrolled in Windsor Charter Academy, nor does it obligate me to enroll my child. Proof of residency and a copy of student’s birth certificate is required if and when a spot is offered.

Parent Signature Date

Parent signature can be typed above.

Parent/Guardian Name Address City State Zip Home Phone Cell Phone Email If applicable, name of current WCA student How did you hear about Windsor Charter Academy?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Name of Student | Gender | Date of Birth (MM/DD/YY) | Grade Level to Enter WCA | School Year to Enter WCA | Current School Attending |
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# Email this form to: [tammy.fagler@windsorcharteracademy.org](mailto:tammy.fagler@windsorcharteracademy.org),

**Fax to 877-594-4749, mail or drop off the form to Windsor Charter Academy, 810 Automation Drive, Windsor, CO 80550. Call 970-833-5190 with any questions.**

Enrollment in charter schools is available to all students, including students with disabilities. Information about disabilities will not be requested until a student has been admitted and enrolled in a charter school. For questions regarding the admission and enrollment of students with disabilities in charter schools, please contact Jennifer Sedaghat, Director of Exceptional Student Services at Weld RE-4 via email at [jennifer.sedaghat@weldre4.org](mailto:jennifer.sedaghat@weldre4.org) or Tammy Fagler, Student Data Services Manager & Registrar at Windsor Charter Academy.

**PLEASE FILL OUT INDIVIDUAL STUDENT INFORMATION ON NEXT PAGE**

PAGE 1 OF 2

# Student 1:

**STUDENT INFORMATION SECTION**

First Name: Middle Name: Last Name:

Current Grade Level: Current School:

List all schools attended:

Has the student ever been suspended or expelled from a school? Yes No

# Student 2:

First Name: Middle Name:

Last Name:

Current Grade Level: Current School:

List all schools attended:

Has the student ever been suspended or expelled from a school? Yes

No

# Student 3:

First Name: Middle Name:

Last Name:

Current Grade Level: Current School:

List all schools attended:

Has the student ever been suspended or expelled from a school? Yes

No

# Student 4:

First Name: Middle Name:

Last Name:

Current Grade Level: Current School:

List all schools attended:

Has the student ever been suspended or expelled from a school? Yes

No

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Office Notes

Date Received