

*Southeast*  
**High School**



**2022-2023**

# **Southeast High School**

We are pleased that you are interested in applying to Southeast High School for the academic year 2022-2023.

## **ADMISSION REQUIREMENT**

Students wanting to be considered for admission to Southeast High School are asked to submit the following:

1. **Applicant information sheet**
2. **Authorization for the release of academic records; and**
3. **Statement of authenticity of report cards**
4. **Copies of the 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> and 12<sup>th</sup> grades report cards, as well as OCCT scores in English Language Arts and Math, and any ACT, ACT Aspire, SAT and PSAT test results.**
5. **Two teacher recommendations. The selected teachers will submit their recommendation using the email address located at the bottom of the form. ([eacastillo@okcps.org](mailto:eacastillo@okcps.org) or share the following link with your teachers [Southeast High School Teacher Recommendation Form](#))**

Each of these items should be completed and the packet should be returned either in person, or through the mail to the following address.

**Application packets will not be considered complete and will result in a delay in the processing until all items have been received.**

Southeast High School  
Admissions Committee  
5401 S Shields Blvd.  
Oklahoma City, OK 73129

# Southeast High School

## Admissions Policy

The enrollment at the Southeast High School will be limited to a number determined by the SEHS Administration. Each student admitted to SEHS must meet certain academic criteria. Additionally, admission to SEHS is based upon a priority system so that students within a given priority are considered for admission to SEHS before any student in the next succeeding priority is considered for admission to SEHS. The following are the academic criteria and priorities:

## Academic Criteria

The academic criteria for all grade levels are as follows:

- (a) **GPA 3.0 or better**
- (b) **Above or On-Level test scores**
- (c) **Attendance** (non chronic absenteeism)
- (d) **In addition to state standardized test data, school leadership may use other available assessment and evaluative data to determine admissions criteria.**

Priorities for admission will be as follows:

**First:** Those students who attended Southeast High School the preceding academic year and have met the academic and behavior standards for continued enrollment.

**Second:** Students attending Southeast Middle School and have met academic and behavior standards to transfer enrollment to Southeast High School.

**Third:** Students who live within the Oklahoma City Public Schools district or attend an OKCPS school and have a valid transfer and have met academic and behavior standards to transfer enrollment to Southeast High School.

**Fourth:** Students who live outside the Oklahoma City Public Schools district and do not currently attend an OKCPS school and have met academic and behavior standards to transfer enrollment to Southeast High School

## **ADDITIONAL INFORMATION REGARDING ADMISSION TO THE SCHOOL**

As a condition to admission, each student and the parent or guardian for each student shall enter into an agreement to uphold the mission statement of SEHS and abide by the rules and regulations adopted by SEHS.

### **APPLICATIONS FOR EXCEPTION:**

Consideration will be given to an applicant not meeting the above criteria. Such an applicant is strongly encouraged to submit additional information regarding the applicant consisting of a hand-written letter from the applicant, and letters from parents or guardians, the previous principal as well as others who recommend the student to SEHS. A determination shall be made at the separate priority levels concerning admission to SEHS for such applicants.

### **HANDLING EXCESS APPLICANTS:**

The available spaces shall be filled by applying the above stated order. If more applicants exist at any level than the remaining number of spaces, then a system will be applied to fill the remaining spaces. SEHS reserves the right to adopt an appropriate and fair system to make the determination of which applicants are admitted.

### **NOTICE OF NONDISCRIMINATORY POLICY:**

The Oklahoma City Public School District (OKCPS) does not discriminate on the basis of race, color, national origin, sex, disability, age, religion, sexual orientation, genetic information, alienage, veteran, parental, family and marital status in its programs and activities, or in its employment decisions, and provides equal access to the Boy Scouts of America and other designated youth groups.

# Southeast High School

Academic Year 2022-2023

## Student Information Sheet

Last \_\_\_\_\_ First \_\_\_\_\_ Middle Initial \_\_\_\_\_

PARENT/GUARDIAN'S  
NAME \_\_\_\_\_

HOME/CELL TELEPHONE \_\_\_\_\_

WORK TELEPHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

House Number \_\_\_\_\_ Street \_\_\_\_\_ Apt. \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

STUDENT'S BIRTH DATE: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

CURRENT GRADE LEVEL \_\_\_\_\_

IDENTIFICATION#: \_\_\_\_\_

**2021-2022**

SCHOOLS \_\_\_\_\_ ATTENDED \_\_\_\_\_ AND \_\_\_\_\_ YEARS \_\_\_\_\_ ATTENDED: \_\_\_\_\_

FOR WHAT GRADE DO YOU SEEK ADMISSION TO THE SCHOOL? 9<sup>th</sup> \_\_\_\_\_ 10<sup>th</sup> \_\_\_\_\_ 11<sup>th</sup> \_\_\_\_\_ 12<sup>th</sup> \_\_\_\_\_

DOES THE APPLICANT HAVE A RELATIVE ATTENDING SEHS NOW? Yes \_\_\_ No \_\_\_

If yes, what is his/her name? \_\_\_\_\_

Information requested by OKCPS and not a factor in the SEHS selection process:

ETHNICITY: Asian \_\_\_ African-American \_\_\_ Caucasian \_\_\_ Hispanic \_\_\_ Native American \_\_\_ Other \_\_\_

GENDER: M \_\_\_ F \_\_\_

PARENT/GUARDIAN ACKNOWLEDGMENT:

I wish for my child/children to attend the Southeast High School and understand that they will be expected to adhere to all rules and regulations set forth by the Southeast High School and the Oklahoma City School Board. I further understand Southeast High School is an Oklahoma not-for profit corporation and does not discriminate on the basis of race, color, national origin, sex, disability, age, religion, sexual orientation, genetic information, alienage, veteran, parental, family and marital status in its programs and activities, or in its employment decisions, and provides equal access to the Boy Scouts of America and other designated youth groups. I also understand that students will be admitted to the Southeast High School based upon the admissions policy of the school as approved by the Oklahoma City School Board. I have been provided with the admissions policy summary which summarizes the admissions policy the Southeast High School has submitted for approval by the Oklahoma City School Board.

PARENT'S/GUARDIAN'S \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE \_\_\_\_\_

STUDENT'S \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE \_\_\_\_\_

OFFICIAL USE ONLY

DATE RECEIVED: \_\_\_ / \_\_\_ / \_\_\_

INITIALS: \_\_\_\_\_

DATE COMPLETED: \_\_\_ / \_\_\_ / \_\_\_

# **Southeast High School**

## **Authorization**

I, the undersigned, am the parent or guardian of:

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Name of child

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Date of birth of child

I hereby give my permission for the release of the academic records of said child to any representative of the Southeast High School. I also authorize any school or school system to which this authorization is presented to accept a photocopy of this authorization rather than require the presentation of the original.

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Printed Name

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Signature

# Southeast High School

## Statement of Authenticity Of Report Cards

Depending on the grade level the student is applying for, please submit the following report cards:

9th grade: sixth grade, seventh grade, and the first semester of eighth grade and test scores

10th grade: eighth grade, and official high school transcript with ALL high school credits and test scores

11th grade: official high school transcript with ALL high school credits and test scores

12th grade: official high school transcript with ALL high school credits and test scores

I,  
\_\_\_\_\_, as the  
parent or guardian of  
(Print name)

\_\_\_\_\_, hereby  
certify that the copies of the  
(Print student's name)

report cards attached hereto are true and correct copies of the original report cards.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

# Southeast High School

## Application Teacher Recommendation

Applicant's Name: \_\_\_\_\_ Student ID \_\_\_\_\_

**To the Teacher:** This form has been given to you and will be held confidential. Your recommendation will be used to evaluate the appropriateness of this student's possible enrollment at Southeast High School. Thank you for your time in completing this evaluation. Please FILL IN the appropriate box for each description.

	1 Poor	2 Fair	3 Good	4 Excellent
Academic Potential				
Intellectual Curiosity				
Discipline				
Ability to Write				
Critical/Abstract Thinking				
Oral Expression of Ideas*				
Self-Motivation				
Participation				
Seeks help				
Work well in groups				
Honesty/Integrity				

Please provide a score of 1-4 of the students' suitability based on the above categories. (1 is least suitable, 5 is best suited for Southeast High School) 1 2 3 4 (Circle one ).

How long have you known the applicant? \_\_\_\_\_

In what capacity have you known or worked with the applicant?

\_\_\_\_\_

Teacher's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

School Subject: \_\_\_\_\_ School: \_\_\_\_\_ School

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Additional comments (include any academic/discipline concerns):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



# Southeast High School

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what capacity have you known or worked with the applicant?

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School Subject: \_\_\_\_\_ School: \_\_\_\_\_ School

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Additional comments (include any academic/discipline concerns):

\_\_\_\_\_

\_\_\_\_\_

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