

105 ADMISSIONS POLICY

I. PURPOSE

This policy aims to allow the school to operate at a total capacity of 330 students, with an average of 25 students per class. The director and board of directors may increase one or more grades' capacity by resolution and without changing this policy.

II. GENERAL STATEMENT OF POLICY

- A. In accordance with MN State law 124E.11 ADMISSION REQUIREMENTS AND ENROLLMENT: All students who submit timely applications to SciTech Academy Charter School will be awarded places unless the number of applications exceeds the capacity of the program, class, or grade level. In this case, all available places will be filled by lottery. [MN ST124E.11 sub 2 \(c\)](#) A charter school shall give enrollment preference to a sibling of an enrolled pupil and to a foster child of that pupil's parents and may give preference for enrolling children of the school's staff before accepting other pupils by lot.
- B. A person shall not be admitted to a charter school (1) as a kindergarten pupil, unless the pupil is at least five years of age on September 1 of the calendar year in which the school year for which the pupil seeks admission commences; or (2) as a first-grade student, unless the pupil is at least six years of age on September 1 of the calendar year in which the school year for which the pupil seeks admission commences or has completed kindergarten; except that a charter school may establish and publish on its website a policy for admission of selected pupils at an earlier age, consistent with the enrollment process in paragraphs (A)
- C. SciTech Academy shall not discriminate against any student based on "race," color, ethnicity, sex, age, national origin, ancestry, religion or creed, status with regard to public assistance, sexual orientation, disability, intellectual ability, prior measures of achievement or aptitude, athletic ability, or for any other basis that would be unlawful for a public or charter school.

III. PROCEDURES

- A. On the first Monday of April, the director will oversee the completion of the lottery (if necessary). Each student will be assigned a lottery number in the order they are drawn. Students from the list will then be admitted per grade until that grade is full (25) or there are no additional students on the waiting list for that grade.
- B. If a grade is not full by April 15th, additional students in any other grades may be admitted (above 25 but not exceeding 28) in order to maintain projection enrollment

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as set by the director in keeping with the objective of maintaining full enrollment for the school (330).

- C. If any student, whether enrolled or on the waiting list, cancels their application or withdraws from SciTech Academy, they may lose their place. If they later re-apply, they may be treated as a new student.
- D. All Applicants still on a waiting list at the beginning of the next enrollment period must submit a new application for enrollment and will be subject to the enrollment process described above. The waiting lists do not carry over from year to year.
- E. School Board will determine the number of grade level slots available and the open enrollment period annually prior to the lottery date. Open enrollment is between January - March 31st.

Legal References: Minn. Stat. § 124e.11 (Admission Requirements)

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