

## **105 ADMISSIONS POLICY**

### **I. PURPOSE**

This policy aims to allow the school to operate at a total capacity 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 Minnesota State Section 124E.11 (Admission Requirements) 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. Siblings of a currently enrolled student, or foster children of that student's family and children of staff members, will have preference in admissions before accepting other students by lottery.
- B. 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) to maintain projection enrollment as set by the director to maintain a complete enrollment projection.
- 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 enrollment application and will be subject to the enrollment process described above. The waiting lists do not carry over from year to year.

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- E. The School Board will determine the number of grade-level slots available and the annual open enrollment period before the lottery date, which is between January 15 - March 31st.

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

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