## **Enrollment**

## **Philosophy**

During the first quarter of each calendar year, current students are asked to declare their intention to remain at Renaissance Academy for the following year. When this process is complete, any open positions will be filled through the application and enrollment process. Enrollment is open to students without discrimination based on race, color, gender, disability or national origin.

## **Standards**

Year round open application and enrollment process:

- Renaissance Academy will make a good faith effort to distribute to interested parties: information about charter schools in general and information about Renaissance Academy, specifically: the Mission, Vision, & Values, parent Involvement, open enrollment dates, and how to apply for admission.
- Parents who are interested in applying for enrollment are encouraged to first contact the front office for a tour of the school. They will receive instructions on the application process at the end of the tour.
- Renaissance Academy will accept applications for enrollment at any time of the year, except during the lottery process (see "lottery" below).
- Those interested in applying may fill out an application online at www.renacademy.org, or an application may be picked up from the school office between 8 am to 4 pm on school days.
- Renaissance Academy shall enroll any eligible student who submits a timely application, unless the number of applications exceeds the capacity of a program, class, grade level, or the school.
- If the number of applications exceeds the capacity of a program, class, grade level, or the school, students shall be selected on a random basis through an enrollment lottery. For more information refer to the Lottery Policy.
- The final date for enrolling children in a current year's class will be October 1st. The School, at its discretion, may make exceptions for this deadline for students with lottery preference. (Founders, children of full time employees and siblings of enrolled students).
- If a family is offered placement and declines, they will need to re-enroll and enter the lottery for the following school year. All applicants who are not offered positions at the school will need to re-enter the lottery for enrollment opportunities in subsequent years.
- It is the responsibility of the family to update changes to pertinent information with the front office enrollment specialist.