



CITY ACADEMY

Excellence and Innovation in Academics and Citizenship

Accredited by the Northwest Association of Accredited Schools
Member of the Coalition of Essential Schools

LOTTERY POLICY

1. Currently enrolled City Academy students in good standing* who request continuing enrollment by a date designated each school year will be guaranteed placement for the following school year.
2. Siblings of currently enrolled students who are in good standing* at their current school and request enrollment by the designated date each school year will be guaranteed placement for the following school year.
3. All other registration requests will be entered into the City Academy lottery to be held on a designated date each spring. After the lottery students will be notified of their selection in the lottery and will have 2 weeks to complete the pre-registration process. Students who complete the pre-registration process, are in good standing* at their current school, and who are applying for a grade level and/or program that is currently open will be guaranteed placement for the following school year. Students who do not respond within the two weeks will not be guaranteed placement for the following year.
4. Students who are applying for a currently closed grade level or program will be placed on a waiting list in the order that their pre-registration materials come in. That waiting list will be maintained until the first day of school the following fall. After that time there will be open enrollment for any existing openings in the school.
5. During the lottery, names will be drawn one at a time. As a student is selected, their siblings will also be offered a place at City Academy, as requested and possible. This process will continue until school enrollment capacity has been reached. The total number of students to be accepted at City Academy for each school year will be determined by the Board of Trustees prior to the lottery.
6. Following the lottery and spring pre-registration process, remaining openings for the following school year will be filled from names drawn from the lottery until that process is exhausted, and then through open enrollment.

7. Any remaining openings for the following school year after the lottery and spring registration process will be filled on a first-come first-served basis until designated school capacity is achieved.

* "In good standing" signifies a student without behavior, attendance, or academic progress issues as defined in the enrollment policy.