

## **TRIO Wolf Creek Distance Learning Charter School #4095**

### ***Procedure 109***

#### **Enrollment Application Retention Procedure**

Applications will be accepted on a first submitted, first accepted basis, and always based on enrollment spaces available.

During the enrollment process the following procedures will be followed. If the enclosed enrollment papers are not received at Wolf Creek within one calendar month from the date noted below, the student enrollment application will be discarded. The student must then re-apply if they wish to attend Wolf Creek Online High School.

The Charter School will hold a yearly lottery at a date determined by the Charter School Board. Once this date has been determined, this date will be advertised on the school's website. When the lottery occurs the charter school will give priority to enrolling to siblings of currently enrolled students, and foster children living with parents who already have students enrolled in the charter school. If in the future the charter school has an approved integration and achievement plan they will also give preference to students identified in that plan. At this time the charter school does not give preference to children of the school's staff members.

#### **Waiting List Procedures (SEE PROCEDURE 128):**

Any student on the TRIO Wolf Creek Distance Learning Charter School waiting list will be notified when a position has opened for them to enroll both by phone and mail. They will have seven (7) calendar days in which to respond that they would like to enroll at Wolf Creek or decline the position. If the student/parent does not respond within seven (7) calendar days, their name will be removed from the waiting list at that time and another student may take their enrollment place.