

ADMISSIONS

A. Admissions Standards/Procedures

ASTEC Charter Schools opens enrollment in early spring for fall admissions to all students within Oklahoma City Public Schools' boundaries and, if openings are available, to students who wish to transfer into ASTEC. An application form is completed which includes the name, address, grade, etc. A current utility bill is required to confirm the student resides within the district.

ASTEC continues to enroll students in grades with openings throughout the summer and school year as long as physical classroom space is available. Siblings of existing students and children of ASTEC staff are given preference over other students. If it is determined that there is no physical space available, students are placed on a "first-come; first-served" waiting list and are notified when and if a vacancy occurs.

B. *Timeline*

| Jan | Jan-February | March 1. | March-August | Late August-Sept |
|------------------------------------|---------------------|--|--|-------------------------|
| Make application available online. | Accept applications | Hold Lottery, if necessary - Students enroll -Parents notified | -Continue taking enrollments if necessary. -Students assigned to classes. | -School Begins |

C. Racial/Ethnic Balance

Students are admitted to ASTEC Charter School regardless of race, creed, color or socio-economic condition.

D. Lottery

In January ASTEC determines class size limits for each grade level. On April 1, ASTEC reviews the number of applicants for each grade level and determines whether a lottery is necessary. Transfer students are not included in the lottery. If the number of applicants eligible for enrollment at the end of the process is greater than the number of available seats, all of the conditionally accepted students are entered into a lottery.

E. Waiting List Procedure

Applicants not selected in the lottery are placed on a waiting list, in the order in which they were selected in the lottery. Transfer students who apply before the lottery date are placed on the waiting list behind all of the students who were in the lottery in order of the date of their application.

Students who apply after the lottery date are placed on the waiting list in order by application date regardless of their residency status.

F. Transfers

The school district will not accept or deny a transfer based on ethnicity, national origin, gender, income level, disabling condition, proficiency in the English language, measure of achievement, aptitude or athletic ability.

Transfers previously approved by the school district will remain in effect for future school years. The district will not require parents to resubmit a new application each school year.

A student who does not reside in the OKCPS boundaries and enrolls in ASTEC Charter Schools will not be eligible to participate in school-related extramural athletic competition governed by the Oklahoma Secondary School Activities Association (OSSAA) for a period of one (1) year from the first day of attendance at the receiving school unless the transfer is from a school district which does not offer the grade the student is entitled to pursue as per 70 O.S. § 8-103.2.

