

Desert Star Academy Lottery Policy & Enrollment

Enrollment Procedures Compliant with A.R.S. §15-184

Desert Star Academy shall select scholars through a fair and equitable selection process and will not discourage any student from enrolling. As a public Charter School, no tuition will be charged, nor will any barriers to enrollment be put in place. The admission requirements set forth in A.R.S. 15-184 will be followed. The school shall not limit admission based on ethnicity, national origin, gender, income level, disabling condition, proficiency in the English language or athletic ability. Desert Stat Academy may limit admission to students within a given age group or grade level due to grades or age levels being at capacity (set limit of students for a given grade level). The school may refuse to admit any pupil who has been expelled, or in the process of being expelled, from another educational institution.

To register your student with Desert Star Academy, we will need the following:

- A completed Enrollment Form which is available from our Enrollment Specialist.
- A completed Proof of Arizona Residency form and the corresponding documentation, which will be provided along with the Enrollment Form. All students registering with Desert Star Academy must live within the state of Arizona.
- An *original* Birth Certificate (*If no Birth Certificate is available, the parent and/or guardian may supply other reliable proof of the pupil's identity and age. Other reliable proof of the pupil's identity and age, including the pupil's baptismal certificate, an application for a social security number or original school registration records and an affidavit explaining the inability to provide a copy of the birth certificate) within 30 days.
- Immunization records (*Although your child may be enrolled prior to the school's receipt of immunization record, your child shall not be allowed to attend in-person school events without documentation of immunizations or an allowable exemption pursuant to A.R.S. 15-873).
- Withdrawal form from previous school(required only for transfers from other Arizona Public Schools)

Enrollment preference will be given to (in accordance A.R.S. 15-184):

- Siblings of currently enrolled students
- Children of Desert Star Academy employees
- Children of Board Members
- Returning Desert Star Academy students

Enrollment Process

The enrollment process, including a lottery system, is as follows:

- Students who are currently enrolled (and their siblings) whose enrollment packets are received by the re-enrollment deadline are guaranteed enrollment, with the understanding that if the student's next grade level is capped at a lower number of students than their current grade level there may be a lottery to determine enrollment and waiting list order.
- All new students may enroll under open enrollment for the remaining openings with the understanding that if, for any grade level, the number of applications exceeds the number of openings, there will be a lottery to determine enrollment and waiting list order. At the time of the lottery, students must have complete enrollment applications on file including all required documents.
- Applications received after open enrollment will be processed on a first-come, first-served basis for classes with remaining openings.
- Open enrollment occurs from February 1 through March 31.
- Lottery occurs on the first Thursday of April at 7 pm

Enrollment Lottery Guidelines

- For each grade where the number of verified Re-Enrollments plus the number of completed New Enrollments is less than or equal to the available seats, all students are available for acceptance.
- For each grade where the number of Re-Enrollments plus New Enrollments exceeds the number of seats, the open seats remaining after Re-Enrolled students (including siblings) are placed will be available to New Enrollments by a lottery. The remaining New Enrollments will then be placed on a Waiting List, in order determined by lottery.
- New Enrollments (and unconfirmed Re-enrollments as applicable) received after the open enrollment period ends will be available for placement on a first come first served basis

If a lottery is not needed at the end of the open enrollment period, Desert Star Academy will continue to enroll students on a first come, first served basis until all grade levels are full. In compliance with ARS 15-184, Desert Star Academy shall not limit admission based on ethnicity, national origin, gender, income level, disabling condition, proficiency in the English language or athletic ability.