



Enrollment Processes Resource Kit

Depending on what school you want to send your child to, there are different processes you will need to follow to enroll your child. Some school enrollment deadlines are as early as November the year prior to when your child would start school, so it's important to check the school's profile on [Navigatestlschools.org](https://www.navigatestlschools.org) and the school's website the fall prior to when your child will start school as deadlines will vary.

This resource kit will help you learn about the different enrollment types, keep track of their main differences as well as the different district or school requirements, and manage what documents you will need to apply for each school once you have decided on your top three choices.

General Enrollment

- Allows any child to register as long as they live within district lines
 - Exceptions might be available for families who have an older sibling in the school but no longer live within the district lines.
- No admissions test is required
- Accepts students at any time during the year

Lottery Enrollment

- Has an enrollment period when families can fill out an application with a deadline
 - Sometimes a school/district with this type of enrollment process has multiple enrollment periods
- Can have requirements that a child must meet to apply depending on the school/district.
- Does not need to hold a lottery if there is enough room for every interested or qualified student
- Will begin its random drawing process on a specific day after the application deadline if a lottery is necessary, either handling the applications manually or using a computer program
 - If there are multiple enrollment windows, there will be multiple lotteries

Selected Enrollment

- Has an enrollment period for when families can fill out an application.
- Students must meet the requirements set by the school to be admitted. They can include one or more of the following:
 - A minimum grade point average or
 - A written essay and/or an interview
 - An interview or audition
 - Entrance exam
 - Other requirements established by the school
- Students are accepted based on all the requirements established by the school and typically families sign a contract committing to attending for the following school year.



Top 3 Schools Worksheet

Once you have done your initial research and have decided on your top 3 schools use this worksheet to help you organize the enrollment process for each school.

Summary of the Different Enrollment Processes

Type of Enrolment	Residency Requirement	Admission Requirements	Selective Processes
General	Yes	No	No
Lottery	Maybe	Maybe	No
Selective	Maybe	Yes	Yes

Our Family's Top 3 Schools

School Name	1.	2.	3.
Type of Enrollment			
List of Admission Requirements			
Is there an interview or test?			
Application/Registration deadline			
Required supporting documents (ie proof of address, Immunization records)			