## **POLICY:LOTTERY ADMISION PROCESS**

# La Academia Dolores Huerta Charter Middle School

La Academia Dolores Huerta (LADH), a New Mexico public charter school, provides all new and returning students the opportunity to receive a free quality education, regardless of race, creed, color, gender identity, sexual orientation, national or ethnic origin, religion, ancestry, social or economic status, disability, physical or mental capacity, medical condition, or a need for special education services.

LADH utilizes a lottery selection process for student admissions.

### **Lottery Admission Process:**

- (1.) The lottery admission process will be held during the spring semester of the year prior to enrollment. The lottery will open on the first day of February and close on the first day of March. Lottery dates will be published on the first page of the school's website.
- (2.) Families will be notified by phone and one email that their student was admitted to LADH no later than the last school day of March.
- (3.) Families will have 14-school days from the date they are notified to accept or decline their student's admission. If there is no response, on the 15<sup>th</sup>-day after notification the allotted space will be offered to the next student on the waiting list.
- (4.) After the admission period closes, students will be enrolled on a first come first served basis until LADH reaches capacity.

#### **Enrollment Preference:**

The following applicants will be given enrollment preference in the lotter admission process (per State law 22-8B-4.1 NMSA (1978)):

- (1.) LADH returning students;
- (2.) Children of employees employed by LADH; and
- (3.) Siblings of LADH students already admitted to or attending LADH.

LADH has an established capacity of 40 students per grade level. If number of student applicants does not exceed the number of available spaces, then all applicants will be admitted to LADH. Once LADH reaches its capacity, any subsequent applicants will be placed on a waitlist. Waitlists do not carry over from year to year.

#### Waiting List Process:

- (1.) When a vacancy become available, families will be notified by phone and one email in the order they were placed on the waitlist.
- (2.) Families will have 5-school days to accept or decline admission. If there is no response, on the 6<sup>th</sup>-day after notification the allotted space will be offered to the next student on the waiting list.