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## EL PASO ACADEMY ADMISSIONS

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Are You Interested in Becoming an El Paso Academy Charter School Student?

A student is eligible for admission if they live in the geographic boundaries and will be entering a grade served by El Paso Academy (9th - 12<sup>th</sup> grade). El Paso Academy accepts students from the Anthony ISD, Canutillo ISD, Clint ISD, El Paso ISD, El Paso County JJAEP, Fabens ISD, San Elizario ISD, Socorro ISD, Tornillo ISD, and Ysleta ISD attendance zones.

### The Admissions Application Process

Students wanting to attend El Paso Academy Charter School must submit an application at the beginning of the school year or as a transfer student during the school year. Admission of students will begin with the receipt of the Application Form.

Students eligible for admission must be of high school age at the time of admission. A primary preference for admission is given to siblings of students currently attending the school.

El Paso Academy Charter School does not discriminate in admissions based on gender, national origin, ethnicity, religion, disability, academic, athletic ability, or artistic ability (except as permitted by [TEC § 12.1171](#)), or the district the student would otherwise attend. El Paso Academy, however, will not accept a student if he/she has a history of discipline resulting in suspension, expulsion, or juvenile court adjudication. (TEC § 12.111(a)(6)) Any student assigned to an alternative school for any reason under Chapter 37.008 or 37.011 of the Texas Education Code must show proof of their successful completion to their Alternative Education Placement Requirements prior to any consideration for admission to El Paso Academy.

If you are interested in attending El Paso Academy, please follow these steps:

**STEP 1:** Submit an Admissions Application Form and the Discipline Background Consent Form to the school. This form can be submitted in the following manner:

- by fax to (915) 590-8618 for the East Campus attention Admissions, or to (915) 845-7522 for the West Campus attention Admissions;
- mailed to El Paso Academy Charter School, 11000 Argal Court, El Paso, TX 79935 for the East Campus or 201 W. Redd Road, El Paso, TX 79932 for the West Campus;
- deliver forms in person to the campus.

**STEP 2:** Receipt of the Application Form begins the enrollment process. If a space is available, the application will be processed.

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El Paso Academy has an interest in making sure all new students and their families understand the mission and focus of the school. Parents/caregivers and students are strongly advised to attend an informational orientation after notification of admission.

### **Open Enrollment and Re-Enrollment Period**

The Open Enrollment Period starts on April 1 through May 31 for the subsequent school year. Applications for the next school year will not be accepted before this period. The official start of the Open Enrollment Period will be posted on the school's website and local newspaper.

Prior to the Open Enrollment Period, El Paso Academy confirms with all current students of their desire to return to El Paso Academy the following school year. Currently enrolled students receive a Notice of Intent to Return form on March 1. This form asks students to state whether they intend to return the following school year and to identify their sibling(s) who wish to attend the following school year. The form must be returned by March 31. Currently enrolled students expressing a desire to return are automatically enrolled for the following school year upon time receipt of the Notice of Intent to Return form. Vacancies in each class are then determined, and the sibling of returning students are given priority in admission.

When the Open Enrollment Period has expired, and if more students apply than can be accommodated, El Paso Academy will allocate spaces through a lottery selection process.

A student who has withdrawn from El Paso Academy and wishes to return must reapply as a new student.

### **Lottery Selection Process**

The "Lottery Selection Process," refers to a random selection process by which applicants are selected when the maximum number of applications received exceeds the number of available spaces.

If the number of applications received exceeds the number of available spaces, a lottery will be conducted after the closure of the Enrollment Period. Siblings of current students shall be given first priority at any available seats. Names will be drawn in random order until capacity is reached. The remaining applicants will be placed on a waiting list by number and by grade for the following school year. As spaces become available, applicants will be admitted in the order of placement on the waiting list.

If an application is received after the lottery process, the name will be placed at the bottom of the waiting list created during the school's public lottery.