

## Admission of Students

### I. Order of Enrollment Preference

Waiting Lists will be activated when enrollment levels fall below numbers as specified in T-IIB. Enrollment for each grade will be cut off when maximum classroom capacity is reached.

- The first preference is for students presently attending Twin Peaks Charter Academy. Students will be allowed to re-enroll for the following school year provided the parent contract has been upheld and the student is in good standing with Twin Peaks Charter Academy. Parents must affirm their desire to re-enroll their child(ren) each year by the date published.
- The second preference is for siblings of students already enrolled. If a sibling declines an enrollment offer or accepts, attends and then withdraws, they lose sibling status for that school year but may apply through the general enrollment process. They may re-apply and receive sibling status for subsequent school years. Parents must affirm or-reaffirm their desire to enroll siblings each year by the date published.
- The third preference is for children of all full and part-time TPCA staff employees. Employees having completed 5 years of continuous service may maintain their staff preference for student enrollment, provided that their termination of employment is voluntary. Parents must affirm their desire to re-enroll their child(ren) each year by the date published.
- The fourth preference is for students who enter through the annual lottery.
- The fifth preference is for students who enter through the annual waiting list.

II. K-12 enrollment may take place through Quarter 2/Semester 1 only. No new placements will be offered in the 3<sup>rd</sup> or 4<sup>th</sup> quarter/2<sup>nd</sup> Semester.

III. Procedure for denial of admission - Refer to Policy T-JKD/JKE-R

IIII. The Board may, through specific action, temporarily overturn these restrictions if deemed necessary for the financial stability of TPCA.

Cross Ref: T-JC, T-JC-R, T-IKF and T-IIB

Adopted November 29, 1999

Revised February 15, 2001

Revised April 11, 2002

Revised October 27, 2005

Revised January 05, 2012

Revised November 14, 2012

Revised January 19, 2017