

## Admission of Students

### I. Order of Enrollment Preference

Waiting lists will be activated when enrollment levels fall below levels as specified in T-IIB.

- The first preference is for students presently attending the 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 the Academy. Parents must affirm their desire to re-enroll their child(ren) each spring by the date published.
- The second preference is for siblings of children already enrolled, with the exception of any sibling who previously declined enrollment, or has withdrawn from the waiting list or Academy. Any sibling offered a position in the first semester, must enroll or forfeit their position, and are then subject to general lottery entry rules. If offered a position in the 3<sup>rd</sup> quarter, the sibling may decline to enroll, yet retain their sibling list order for the following school year. However, an enrollment position is not guaranteed to be available the following school year. Parents must affirm their desire to re-enroll their child(ren) each spring 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 spring by the date published.
- The fourth preference is for children who enter through the annual lottery.
- No placements for middle school may take place in the second semester. K-5 enrollment may take place through the 3<sup>rd</sup> quarter. No new placements will be done in the 4<sup>th</sup> quarter. The Board may through specific action temporarily overturn these restrictions if deemed necessary for the financial stability of TPCA.

Enrollment for each grade will cut off when maximum classroom size is achieved.

Cross Ref: T-JC

T-JC-R

T-IIB

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