

STUDENT ADMISSION POLICY AND PROCEDURES

Any child who is qualified under New York State law for admission to a public school is qualified for admission to the Ark Community Charter School (ACCS). The child must be five years old by December 1st of the school year she/he is entering kindergarten. ACCS will serve students from kindergarten through sixth grade.

Admission is limited to 20-22 students within the grade levels to be served by ACCS. The average ages for students in kindergarten through sixth grade are as follows:

Kindergarten	5-6
Grade One	6-7
Grade Two	7-8
Grade Three	8-9
Grade Four	9-10
Grade Five	10-11
Grade Six	11-12

ENROLLMENT STRUCTURE CHART

Year	Grades	Students per Grade	Ages	Number of Grades	Total Students Per Year
2009-2010	K-6	20-44	5- 12	7	200
2010-2011	K-6	20-44	5- 12	7	200
2012-2012	K-6	20-44	5- 12	7	200
2012-2013	K-6	20-44	5- 12	7	200
2013-2014	K-6	20-44	5- 12	7	200

OUTREACH, LOTTERY, AND YEARLY ENROLLMENT PROCEDURES:

Outreach and Public Lottery: ACCS will publicly announce a registration period for each school year beginning January 1 of each year. The admissions period will conclude on April 1st followed by the lottery on the first work day in April, but in no event earlier than the close of business on April 1st. Outreach will include but not be limited to the following:

- newspaper ads
- flyers
- open house
- making best efforts to attract and maintain students with disabilities as well as students with English as a Second Language

Yearly Enrollment Procedures:

Up to April 1, enrollment is open to returning students and their siblings. Remaining enrollment openings are subject to the yearly lottery. Enrollment preference for the yearly lottery on April 1 will be given in the following order

1. Troy CSD free and reduced lunch students
2. All other free and reduced lunch students
3. Troy CSD
4. All other school districts.

After April 1, applications will be added to the waiting list in the order that they are received with the exception of siblings who will go to the top of the waiting list.