**Lottery and Admissions Policy 4000**

Adopted August 23, 2021

**General Overview**

Application to and attendance at a Wisconsin charter school is voluntary and no tuition is to be charged. Charter schools must accept all students who wish to attend, so long as there is

space. Admission to a charter school cannot be limited based on sex; age to the

extent such age is consistent with the charter contract; race; religion; color; national origin; ancestry; creed; pregnancy; marital status; parental status; homelessness; sexual orientation; gender identity; gender expression; gender nonconformity; physical, mental, emotional, or learning disability/handicap; or any other legally protected status or classification.

Students who do not wish to attend or are not admitted into the charter school may attend their neighborhood schools or seek enrollment in another public school. Typically, charter schools establish an application and enrollment window.

**Process for Admission**

**Application:** A student must apply to the lottery of the charter school through a simple online application during the enrollment period. Annually, KTEC High will accept applications during the month of January with the enrollment period closing at midnight on January 31st. In January of 2022, applications will be accepted for 9th grade. 2023 and beyond applications will be accepted for 9th, 10th and 11th grade during the winter of the current school year. Students will be admitted into 12th grade.

**Lottery:** If there are more applicants than openings at the end of the enrollment period then a random lottery will be held.

In accordance with Wisconsin State Statute ([*118.40(3)(g)1.*](https://docs.legis.wisconsin.gov/document/statutes/118.40(3)(g)1.) ***2.******a.***) the following preferences will be given for enrollment into KTEC High when the school does not have the capacity to accept all pupils who apply:

1. Students who are enrolled in the charter school in the previous school year.

2. Siblings of students who are enrolled in the charter school in the previous school year

3. Children of the charter school's founders, governing board members, and full-time employees. The total number of such children given preference in this case cannot exceed 10 percent of the charter school's total enrollment.

KTEC High has the right to deny admission to a student who has been expelled from a school district.

**Acceptance:** Once the lottery is held on the predetermined date families will be notified of their acceptance and a waitlist will be created if needed.

If there are not enough applicants at the end of the 1st enrollment period, all applicants will be accepted and a 2nd and subsequent enrollment period will open each month until the school is full and a waitlist is established

**Enrollment:** After notice of acceptance families will begin filling out required enrollment forms. If a student has an IEP, KTEC High will schedule an IEP team meeting for the purpose of determining whether our school is the least restrictive environment for the student and to ensure services are ready to go before the first day of school.