

The Renaissance

Charter School

"Developing Leaders for the Renaissance of New York"

35-59 81 STREET • JACKSON HEIGHTS, NY 11372 | 718-803-0060 | 718-803-3785 (FAX) | WWW.RENAISSANCECHARTER.ORG

ADMISSIONS' PROCEDURES AND POLICIES FOR PRE-K -12TH GRADES FOR THE 2019 - 2020 SCHOOL YEAR

OUR TRCS APPLICATION CAN BE FOUND ON OUR WEBSITE,
AND SENT VIA MAIL, DROPPED OFF OR FAXED TO 718-803-3785.

1. APPLICATIONS WILL BE AVAILABLE AT THE SCHOOL BEGINNING NOVEMBER 2018. YOU CAN ALSO FILL OUT THE NYC COMMON ONLINE CHARTER SCHOOL APPLICATION AT <https://nyccharterschools.schoolmint.net/welcomeback>

2. PARENTS/GUARDIANS INTERESTED IN HAVING THEIR CHILD ATTEND THE RENAISSANCE CHARTER SCHOOL ARE STRONGLY ENCOURAGED TO ATTEND AN OPEN HOUSE:

DECEMBER 12, 2018 6pm (HS ONLY)

JANUARY 10, 2019 - 9AM

FEBRUARY 13, 2019 - 6PM

MARCH 14, 2019 - 9 AM

3. AT OUR PUBLIC LOTTERY, WE WILL BE SELECTING STUDENTS FOR PRE-K, KINDERGARTEN, 5TH GRADE AND 9TH GRADE. PREFERENCE IS GIVEN TO RETURNING STUDENTS, SIBLINGS AND CHILDREN OF STAFF, AFTER WHICH PRIORITY WILL BE GIVEN TO STUDENTS WHO RESIDE IN COMMUNITY SCHOOL DISTRICT 30.

4. SOME SEATS MAY BE AVAILABLE IN GRADES 1-4, 6-8, 10-12. APPLICATIONS FOR THESE GRADES ARE AUTOMATICALLY WAIT LISTED AND WILL BE CONSIDERED ONLY IF OPENINGS OCCUR.

5. SIBLINGS OF CURRENT STUDENTS WHO SUBMIT A COMPLETED APPLICATION BY 3:00 PM, APRIL 5, 2019 ARE GIVEN PRIORITY FOR AVAILABLE SEATS NOT FILLED BY RETURNING STUDENTS.

6. THE REMAINDER OF THE AVAILABLE SEATS WILL BE SELECTED FOR EACH GRADE BY LOTTERY.

7. APPLICATIONS MUST BE RECEIVED BY APRIL 5, 2019 TO BE INCLUDED IN THE PUBLIC LOTTERY. IT IS YOUR RESPONSIBILITY TO ENSURE THAT WE RECEIVE YOUR COMPLETED APPLICATION BY THE DUE DATE.

8. ONLY FULLY COMPLETED APPLICATIONS WILL BE CONSIDERED.

9. ANY APPLICATION RECEIVED AFTER 3:00PM ON APRIL 5, 2019 WILL BE PLACED ON THE WAITING LIST. WAIT LIST APPLICATIONS ARE ONLY VALID FOR ONE SCHOOL YEAR.

10. OUR PUBLIC LOTTERY WILL BE HELD ON FRIDAY, APRIL 12, 2019 AT 6PM. NOTIFICATIONS OF ACCEPTANCE WILL BE EMAILED OR BY PHONE NO LATER THAN APRIL 20, 2018 FOR PRE-K, KINDERGARTEN, 5TH GRADE AND 9TH GRADE ONLY. NOTIFICATION OF ACCEPTANCE TO OTHER GRADES WILL BE EMAILED OR BY PHONE IF SEATS BECOME AVAILABLE AND ADDITIONAL LOTTERIES ARE HELD.

11. PARENTS/GUARDIANS WHO ACCEPT AN OFFER OF ADMISSION FOR THEIR CHILD MUST RETURN A CONFIRMATION NO LATER THAN 3:00PM ON MAY 1, 2019. IF WE DO NOT RECEIVE A CONFIRMATION BY THIS DATE, YOUR OFFER OF ADMISSION WILL BE PASSED TO A CHILD ON THE WAIT LIST. IT IS YOUR RESPONSIBILITY TO ENSURE THAT WE RECEIVE YOUR REPLY BY THE DUE DATE.

12. AN ORIENTATION/REGISTRATION CONFERENCE WILL BE SCHEDULED IN MAY FOR ALL PARENTS/GUARDIANS AND THEIR CHILD WHO ACCEPT ADMISSION TO THE RENAISSANCE CHARTER SCHOOL. AT THIS TIME A COPY OF THE CHILD'S BIRTH CERTIFICATE, PROOF OF IMMUNIZATIONS, MOST RECENT REPORT CARD AND IEP, IF ANY, MUST BE SUBMITTED. THE CONFERENCE SERVES AS A FORUM TO ESTABLISH RELATIONSHIPS, CLARITY, AND EXPECTATIONS. FAMILIES MUST PARTICIPATE IN THE CONFERENCE OR THE OFFER OF ADMISSIONS WILL BE PASSED TO A CHILD ON THE WAIT LIST.

13. IF SEATS BECOME AVAILABLE AFTER THE INITIAL LOTTERY, A LOTTERY OF WAIT LIST APPLICATIONS WILL BE DONE.

14. FINAL ACCEPTANCE OF ALL STUDENTS INTO PRE-K IS CONDITIONAL UPON THE STUDENT TURNING 4 YEARS OF AGE NO LATER THAN DECEMBER 31, 2019 AND KINDERGARTEN TURNING 5 YEARS OF AGE NO LATER THAN DECEMBER 31, 2019. STUDENTS APPLYING FOR GRADES 1-12 MUST MEET THE CRITERIA FOR PROMOTION TO THE GRADE FOR WHICH THEY ARE APPLYING.

PLEASE KEEP FOR YOUR RECORDS: I completed and submitted my application on _____