

The Renaissance Charter School
35-59 81 Street
Jackson Heights, NY 11372
718 803 0060; 718 803 3785 (fax)
www.renaissancecharter.org

APPLICATION FOR KINDERGARTEN – 8TH GRADE ADMISSION, SEPTEMBER, 2012

Instructions: ONLY FULLY COMPLETED APPLICATIONS WILL BE CONSIDERED. Grades K & 5, please attach a self-addressed stamped envelope. Separate applications must be completed for each sibling who applies. Please refer to 2012 Admissions Procedures and Policies for additional instructions. (See back of this application)

Any questions, please call Fran Smith 718-803-0060 ext. 106

ITEMS MARKED WITH AN ASTERISK (*) ARE THE ONLY ITEMS REQUIRED IN ORDER TO APPLY TO RENAISSANCE. ALL OTHERS ARE OPTIONAL

“DEVELOPING LEADERS FOR THE RENAISSANCE OF NEW YORK”

PLEASE PRINT ALL INFORMATION CLEARLY

STUDENT INFORMATION:

*LAST NAME: _____
 *FIRST NAME: _____
 MIDDLE INITIAL: _____
 *ADDRESS: _____
 APT.: _____
 CITY: _____
 STATE: _____ ZIP CODE: _____
 *DATE OF BIRTH: _____
 *GENDER (M/F): _____

FAMILY INFORMATION:

*Parent/Guardian #1
 *LAST NAME: _____
 *FIRST NAME: _____
 *RELATIONSHIP: _____
 *HOME PHONE: _____
 *WORK PHONE: _____
 *CELL PHONE: _____
 E-MAIL: _____
 *ADDRESS: _____
 CITY, STATE, ZIP: _____

PARENT/GUARDIAN #2:

LAST NAME: _____
 FIRST NAME: _____
 RELATIONSHIP: _____
 HOME PHONE: _____
 WORK PHONE: _____
 CELL PHONE: _____
 E-MAIL: _____
 ADDRESS: _____
 CITY _____ STATE _____ ZIP _____

*NYC Community School District _____
 (if known)

***GRADE APPLYING FOR:**

Optional (for data collection only):

- _____ Asian or Pacific Islander
- _____ Hispanic
- _____ Black, not of Hispanic Origin
- _____ White, not of Hispanic Origin
- _____ Native American or Alaskan Native (please write name of tribe/nation)
- _____ Multi-Racial

***SIBLINGS CURRENTLY ATTENDING TRCS:**

NAME, GRADE: _____
 NAME, GRADE: _____
 *SIBLINGS CURRENTLY APPLYING:
 NAME, GRADE _____
 NAME, GRADE _____

How did you find out about our school? _____

Website _____ Open House _____ Relative/Friend _____ Other _____

SCHOOLING BACKGROUND

CURRENT SCHOOL: _____
 ADDRESS: _____
 TELEPHONE: _____
 CURRENT GRADE: _____

“We affirm that the information contained in this application is, to the best of our knowledge, true.”

“I agree that the school records of the student for whom I am submitting this application may be used for studies of this charter school. In these studies, only aggregate outcomes, not individual students names, information or outcomes, will be reported.”

*PARENT / GUARDIAN SIGNATURE _____

*DATE _____

The Renaissance Charter School shall not discriminate against or limit the admission of any student on any unlawful basis, including on the basis of ethnicity, national origin, gender, disability, intellectual ability, measure of achievement or aptitude, athletic ability, race, creed, gender, national origin, religion or ancestry. The Renaissance Charter School will not require any action by a student or family (such as an admissions test, interview, essay, attendance at any information session, etc.) in order for an applicant to either receive or submit an application for admission to that school.

We welcome applications from students with special needs and English language learners.

The Renaissance Charter School
"Developing Leaders for the Renaissance of New York"
Admissions Procedures and Policies for the 2012-2013 School Year

**The common application and our TRCS application can be found on our website,
The common application is forwarded to the school by the internet.
Our TRCS application has to be printed and returned to us by mail, fax or to the school.**

1. Parents/Guardians interested in having their child attend The Renaissance Charter School are strongly encouraged to attend an Open House.
2. Applications will be available at the school beginning January 19, 2012 and at the conclusion of each open house.
3. We will have openings for one kindergarten class, and one fifth grade class. After filling seats with returning students and siblings, preference for available seats will be given to students who reside in Community School District 30.
4. Some seats may be available in grades 1-4, 6-8, 9-12. Applications for these grades are automatically wait listed and will be considered only if openings occur.
5. Siblings of current students who submit *complete applications by 3:00 p.m., March 30, 2012 are given first 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 3:00 p.m. on March 30, 2012 in order to be included in the initial lottery. ***It is your responsibility to ensure that we receive your complete application by the due date.***
8. *Only fully completed applications will be considered.* Please include a self-addressed stamped envelope for K and 5th grade applications.
9. Any application received after 3:00 p.m. on March 30, 2012 will be placed on a waiting list. Wait list applications are only valid for one school year.
10. Notification of acceptance or wait list will be mailed no later than April 15, 2012 for ***kindergarten and fifth grade only.*** Notification of acceptance to other grades will be by phone if seats become available. No admissions decisions will be given over the telephone for kindergarten and 5th grade.
11. Parents/Guardians who accept an offer of admission for their child must return a confirmation no later than 3:00 p.m. on April 30, 2012. A copy of the child's birth certificate, proof of immunizations, most recent report card and IEP, if any, must be submitted with the confirmation. If we do not receive a confirmation and the copies of required documents, 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 conference will be scheduled for all parents/guardians and their child who accept admission to The Renaissance Charter School. 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 Kindergarten is conditional upon the student turning 5 years of age no later than December 31, 2012. Students applying for grades 1-12 must meet the criteria for promotion to the grade for which they are applying.