



## 2019-2020 Kindergarten Lottery & Waiting List

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Thank you for your interest in our school system! Our enrollment process has two parts depending on the date you are applying:

### **PART 1 – LOTTERY ENROLLMENT (06/01/18 – 10/26/18)**

A lottery is held when the number of applications received exceeds the number of seats available in a grade level. October 19, 2018 is the cut-off date for determining if a lottery is necessary. A computer generated lottery decides which applicants are awarded seats. If there are no seats available on a grade level a lottery will not be used and applicants will be placed in our Waiting List based on the date the application was received.

### **PART 2 – WAITING LIST (10/29/18 - 2/15/18)**

Applicants not awarded a seat through our lottery are placed on a waiting list. After **October 26<sup>th</sup>** applicants are placed on the waiting list based on the date the application is received. Once a seat is available, the applicant is notified and given a certain amount of time to respond. If a response is not received the applicant is removed from the waiting list. If a seat is offered and declined, a new application must be completed to be placed back on the waiting list. *Students' positions on the waiting list may change at any time due to Enrollment Preference (see below).*

**ENROLLMENT PREFERENCE** Siblings of students currently enrolled in our school system are given first preference. For Kindergarten seats, Oasis or Christa McAuliffe VPK students are also given preference. Please request a Seat Preference Form when submitting your paperwork and submit it with the below documents in order to bypass the lottery. Siblings or VPK students submitting documents after the **October 26<sup>th</sup>** cutoff will receive preference on the waiting list, but will NOT be guaranteed a seat.

**APPLICATION DOCUMENTS** In order to finalize your child's application for our enrollment process, the following documents must be submitted:

- Student Registration form** completed and accurate (please be sure to answer all questions and fill in all areas). If your address and/or phone number change it is your responsibility to contact the school with updates. Inaccurate contact information will result in the loss of your seat, should one become available.
- Parent Involvement Acknowledgement** should be read, signed and submitted.
- Proof of Residency** must be submitted to verify that you legally reside in Cape Coral. *This can be any one of the following: electric, water, phone or cable bill, signed lease agreement, title statement or a homestead exemption.* \*\*If you are residing with a relative or friend, a notarized letter, signed by that individual, must be submitted stating that you are residing in their home. Your name and your child's name must be included and you must have a copy, in their name, of one of the proof of residence documents listed above.
- Your Driver's License** must be photocopied for your student's file to ensure that you are the parent/guardian legally able to enroll your student in school.
- Copy of your child's IEP** (Individual Education Plan) must also be provided if your child is in an Exceptional Student Education (ESE) Program (this includes Speech, OT, etc).
- Proof of Custody** must be provided if the student does not live with both natural parents.

**IF YOUR CHILD IS NOT CURRENTLY IN A LEE COUNTY PUBLIC SCHOOL** these additional documents are needed:

- Original Birth Certificate** must be brought in. A copy will be made and included with your student's documentation for eligibility.
- Form 680 Florida Certificate of Immunization** must be submitted and current.
- School Entry Health Exam** (within 12 months) must be submitted and current.
- Your Child's Social Security Card** should be brought in and a photocopy will be made. Social Security Cards are used for identification and are not mandatory.

**Submission of these documents does not guarantee your student a seat in our system.** It allows your child to participate in our enrollment process to determine seats for the 2019-2020 school year. Families will be notified in end of October whether or not the student has been accepted or placed in the Eligibility Pool. Families sent an acceptance letter must respond by November 30, 2018 or the seat is forfeited.

***If the contact information is incorrect and a seat becomes available the student may be bypassed.***