



Fair and Equitable Enrollment Procedures

CASA Academy understands and complies with the law under Arizona Revised Statutes (A.R.S.) § 15-184 that “a charter school shall enroll all eligible pupils who submit a timely application, unless the number of applications exceeds the capacity of a program, class, and grade level or building.”

CASA Academy will:

- a) Give enrollment preferences to students or siblings of students returning in any subsequent year.
- b) Select students through a lottery process if the number of students applying to CASA Academy exceeds the capacity.

CASA Academy will not, in accordance with Arizona law, “limit admission based on ethnicity, national origin, gender, income level, disabling condition, proficiency in the English language or athletic ability.” CASA Academy will not discriminate against students of a particular race, color, religion, sex, or against students with disabilities.

Enrollment Procedures

In order to enroll at CASA Academy, families must undergo the following process:

- 1) Families fill out an Intent to Enroll Form which will may include student name, grade level, and contact information during the open enrollment period, which lasts from August 1st through January 1st.
- 2) If there are more students who have completed Intent to Enroll Forms than openings in a given grade level, the school will hold a random public lottery to determine who can attend. The lottery will occur on the second Thursday of January at 7:00 p.m. Once all open seats have been filled, CASA Academy will draw students for the waiting list.
- 3) All families will be notified of their child’s status within one week after the lottery occurs. Families will have one week to register after this notification date before CASA will move to the waiting list.

Open Enrollment

All Intent to Enroll applications will be labeled with the date they were received. If a grade level has exceeded the number of seats available, the school will hold a lottery to determine who will enter that grade level.

Admission Preferences

Enrollment preference will be given to students returning to CASA Academy, siblings of currently-enrolled students, children of employees of CASA Academy, and children of members of the Governing Board of CASA Academy.

Required Age for Admission

Kindergarten: A child will attend kindergarten if the child is age five. The child is deemed five years old if the child turns five by September 1st of the current school year. In certain cases, if the child turns five by November 15th, the school may choose to test that student to see if they are ready to attend kindergarten.

Enrollment Packet

If a student has been selected through the above procedure, the student's parent or guardian must complete an enrollment packet.