

I. PURPOSE

Athlos Academy of Utah follows federal and state regulations, guidelines, and practices regarding enrollment of all students.

II. POLICY

- A. Athlos Academy of Utah's Open Enrollment period shall:
 - 1. Be conducted annually.
 - 2. Be advertised at least 45 days prior to the start day.
 - 3. Use an online data collection system accessible via the school's website to accept enrollments.
- B. Advertising for Open Enrollment and for ongoing student recruitment will include print distributions and live meetings, and will include outreach to underserved communities.
- C. The school shall not discriminate in its admissions or enrollment policies based on race, color, religion, sex, national or ethnic origin, disability, or special needs as defined in IDEA.
 - 1. No family shall be offered incentive or reimbursement to enroll.
- D. If there are more applicants than available seats during the Open Enrollment period, a lottery will be held.
- E. Enrollment Preference will be given as follows:
 - 1. First to siblings of enrolled pupils and foster children of that pupil's parent/guardian(s);
 - 2. Second to children of the school's full-time staff and active school board members, not to exceed 10% of the total student population;
 - 3. Students living within a 2 mile radius of the school.
- F. Conditions for Enrollment:
 - 1. Students must be 5 years old by September 1 of the year in which they start kindergarten and 6 years old by September 1 of the year in which they start first grade.
 - 2. Parent/guardian(s) of students enrolled in the school must indicate their intent to retain their seat for the following year annually, by the designated date, and in writing.

Enrollment and Lottery Policy

- a. Unclaimed seats may be considered open and offered to students by lot at that time.
- G. Students who leave the school, but who have a sibling who remains enrolled, will not be given preferential enrollment should they choose to return.
1. They may participate in the general lottery.
- H. When a vacancy occurs because of a student withdrawal, the school may fill the seat immediately.
1. Any vacancy will be offered to the first student on the waitlist described under section I.
 2. If a student does not accept a position, he/she will not forfeit his/her position on the waitlist, but the current position shall be offered to the next student on the list.
- I. Following a lottery, a waitlist for an upcoming school year shall be constructed and maintained until the next lottery date as follows:
1. Athlos Academy of Utah shall maintain four preference lists, one for those with sibling preference, one for those with staff/board member preference, one for those living within 2 miles of the school, and one for those with no preference.
 - a. These waitlists shall be exhausted in priority order, with all students on the sibling preference list offered a seat prior to any student on the staff preference list, and so on.
 2. On the date of a lottery, all students shall be assigned a random number; those not granted seats in the lottery will be placed in order according to their randomly assigned number on an appropriate preference list.
 3. Students whose siblings later accept enrollment at Athlos Academy of Utah may be moved to the bottom of the sibling preference list.
 4. Students whose parents later accept an offer of fulltime employment at Athlos Academy of Utah or who are appointed to the board of Athlos Academy of Utah may be moved to the bottom of the staff/board preference list.
 5. If a family moves within two miles of the school, they will be added to the bottom of the appropriate waitlist.
 6. Students who submit a complete application for enrollment to a grade level that is at capacity after the lottery date will be added to the bottom of the applicable preference list in the order in which the complete application was received.

Enrollment and Lottery Policy

- J. Students on a current year waitlist will be entered into a lottery for the upcoming school year, if they have not accepted a seat prior to the next lottery.
- K. Athlos Academy of Utah may consider lack of response to an offer of enrollment or a request for registration paperwork a decline of the offer.
 - 1. Necessary timelines for response will be outlined in offer letters and will be the same for all offers extended at the same time.
 - 2. Families will receive at least one warning that an offer is about to expire.
 - 3. Timelines for response will be no less than two business days and no more than ten business days.
- L. Students may apply to transfer to Athlos Academy, even if Athlos Academy is not one of the student's schools of residence.
- M. Initial enrollment or continued enrollment may be denied in cases where the student has committed a serious infraction of the law or the school's established rules.
 - 1. The decision to deny enrollment lies with the Lead School Administrator and will be compliant with state law and the school's discipline policy.

Legal References:

[Utah Admin R277-437](#)

[Utah Code § 53A-2-207](#)

Related Documents:

[Enrollment and Lottery Procedure](#)