



## Lottery Procedures for Community College Prep Academy SY'2019 – SY' 2020

Community College Preparatory Academy (CCPrep) maintains a managed admissions policy and is open to adults- age18 and older who have not received a high school diploma, GED or who are significantly underperforming academically, and are residents of the District of Columbia. Prospective students will be considered without regard to aptitude, ethnicity, national origin, gender, disability, or language proficiency.

If applications exceed the number of spaces available, students will be admitted using a random selection process (lottery). All students will be notified of the potential for lottery at the point of application and a statement indicating the potential for lottery will be placed on the SY'20Applications.

A wait list by annual cohort will be maintained in order of lottery results. If students chosen from the lottery do not register for enrollment within a week of notification, the next student on the wait list will be given an opportunity to register. Nonresident students shall pay tuition to attend at a rate equal to the applicable rate established for the District of Columbia Office of State Superintendent.

What follows is the schedule for SY' 20 registration with relevant Lottery Procedures, should they be necessary. The Lottery implementation is based upon an oversubscription beyond the allotted 238 student count for the year:

### June 1– August 10, 2019:

On June 1, the listing of applications for the SY'20 school year will be established and all current students who intend to continue in the fall and who meet second year criteria will be notified both verbally and in writing of the need to complete an application for the upcoming school year.

During the month of August, orientation sessions will be held for all students at the school who have completed an application and an abbreviated orientation will be held for all students completing admission between August 16 and 30.

Once the number of students registered exceeds capacity; the need to conduct a lottery will be publicized to all potential students via internet and telephone. After the lottery is held, eligible students will be notified and remaining students will be notified that they have been placed on waiting list in the order established by lottery.



August 1, 2019

Application cut- off date

August 15, 2019

Last day to hold Admission Lottery (if required)

August 26, 2019:

Notification of Enrollment Acceptance and Waiting List  
Registration completion

September 1, 2019

Last day for eligible students to finalize registration  
Notification to wait-list applicants begins

## **Lottery Procedure**

Should a lottery be required the procedures, which are listed below will be followed:

1. If there are more enrollment applications from students who are residents of the District of Columbia than there are spaces available, students shall be admitted using a random selection process in the form of a lottery, except that a preference in admission may be given to an applicant who is a sibling of a current student or one selected for admission to the school.
2. Once the number of spaces available for enrollment has been reached during the lottery, the names of all remaining applicants will be placed on a waiting list in the order the names are drawn. Preference shall be given to siblings of applicants who are selected during this process, and those siblings shall be assigned the lowest available numbers on the waiting list.



3. Applicants who submit applications after the lottery has occurred, shall be added to the waiting in the order the applications are received.
4. The waiting list will be maintained in the main office and will be available for public inspection.
5. The lottery drawing will be announced in advance and occur in a public forum.
6. After the lottery, students will be notified of their status on the admissions or waiting list.