

**Student Application Timeline for Choice Districts
For Enrollment in the 2019-2020 School Year**

Document Name/Process	From	Received by	Deadline
<u>Student Application</u>	Parent or Guardian	Choice District	12/3/2018
<u>Notice of Intent to Participate</u> (If registered in resident district public school or applicant is Tier 1)	Parent or Guardian	Resident District	12/3/2018
District Data Entry To Calculate FY20 Choice Enrollment Maximum NJDOE data collection	Choice District	Department of Education	12/4-12/10/2018
<u>Confirmation of Enrollment</u> for verification as Tier 1	Choice District	Resident District	12/7/2018
Resident District Verified Confirmation of Enrollment for verification as Tier 1	Resident District	Choice District	12/14/2018
Lottery held (if applicable; recommended dates)	Choice District	N/A	12/14/2018 thru 12/19/2018
<u>Notice of Conditional Acceptance, Rejection, or Wait Listing</u>	Choice District	Parent or Guardian	12/21/2018
<u>Student's Notice of Intent to Enroll</u> in the Choice District	Parent or Guardian	Choice District	1/4/2019
Student's Notice of Intent to Enroll in the Choice District <i>District note: send copy of each student's Intent form to his/her resident district</i>	Choice District	Resident District	1/15/2019
FY20 Choice Enrollment Data Submission NJDOE data collection	Choice District	Department of Education	1/22/2019
Transportation Requests	Choice District	Resident District	3/15/2019
Student Registration with Choice District	Parent or Guardian	Choice District	Determined by Choice District

Late applications

Districts may accept late applications after the **December 3, 2018** deadline, however, no new applicants can be enrolled above the district's approved maximum enrollment for FY2020. Late applicants can be considered for enrollment only *after* those who applied before the deadline.

If, after the NJDOE data submission deadline of Jan. 22, 2019, any accepted choice students decide to drop their acceptance, the district may replace them with students on the waitlist, including students who applied after the December 3 deadline - provided late applicants are considered *after* those who applied before the deadline.

After the FY2020 NJDOE enrollment data collection on January 22, 2019, no additional choice seats can be added, with the following exception: Districts that accept a student with a NJDOE-approved waiver of the application deadline may enroll the student at any time and *may exceed the district's approved enrollment maximum*. A student who is granted a waiver will be given priority over any waitlisted students. Parents can request a waiver form by emailing [the Choice Program Office](#).

Tier 1 and 2 Definitions

Tier 1 students are students who are enrolled in a NJ public school in their resident school district during the time of application and for the entire year (2018-19) immediately preceding enrollment in a choice district. If a student moved during the school year and attended the resident public school of his/her old district of residence, he/she is also considered Tier 1. Choice districts must first fill their available seats with Tier 1 students. If the number of Tier 1 applications exceeds the number of choice seats available, the choice district must hold a lottery to randomly select students. Charter school students are considered to be Tier 1. To qualify as Tier 1 for kindergarten, a student must be attending a state-funded preschool in his or her resident district or a student resides in a district that does not offer a state-funded preschool program or a student has a sibling currently attending the choice district. Most students applying for kindergarten are in Tier 1.

Tier 2 students include NJ residents who have **not** attended their resident public school for the entire year immediately prior to enrollment in the desired choice district and do **not** otherwise meet the requirements for Tier 1. This would include students who have been attending public school outside their districts of residence or private school. **Choice districts are not obligated to accept Tier 2 students.** If a choice district accepts Tier 2 applicants, they may do so only after all of the qualified Tier 1 applicants have been accepted. If the number of Tier 2 applications exceeds the number of choice seats available, the choice district must hold a Tier 2 lottery to select students.