



CHATTANOOGA PREPARATORY SCHOOL

Lottery Process

Chattanooga Preparatory School (Chattanooga Prep) has a limited number of open seats available for new students in the 2023-2024 school year. As mandated by the state of Tennessee, Chattanooga Prep will enter a lottery if more completed application packets are received than the number of open student seats available per grade level for the upcoming year. The grade-specific lottery will be run through Rediker Software.

The lottery will assign students an ID number and a lottery number based on the order preferences outlined below. Students who are not admitted will be added to a waitlist following the number given during the lottery. (ID numbers will be emailed to families after they are assigned in the software and posted online for families to view their status at the conclusion of the lottery.) Please note that waitlists do not roll over each school year- applicants must reapply during the next application window.

If the number of applications exceeds Chattanooga Prep's intended capacity, class, grade level, or facilities, students will be selected randomly by lottery giving preferences in the following order:

1. Siblings of students already enrolled in Chattanooga Prep or CGLA as written in the charter application.
2. Students of staff and faculty who teach at either of the schools, noted above, not to exceed 10% of total enrollment or 25 students, whichever is the lesser. These applications must be filled out, and the entire admissions process must be complete before the December 15, 2022 deadline for children of staff to receive this opportunity.
3. Students residing within the LEA service area in which the public charter school is located who were enrolled in another public or private school during the previous school year.
4. Students residing outside the LEA service area in which the public charter school is located and who were attending another public or private school during the previous school year.

Acceptance and Waitlist Procedures

- Spots at Chattanooga Prep are not secured for the upcoming school year until the acceptance confirmations are returned to the school in writing (parents may also confirm their student's acceptance in writing by sending an email to micahreed@chattanooga.org) or via phone between the lottery announcement on January 20, 2023, and January 27, 2023. Unclaimed spots will be opened to students on the associated grade's waitlist.
- If a student accepts placement at any other school in Hamilton County, his spot will be opened to the next student on the grade level's waitlist. Students may not keep an arrangement at Chattanooga Prep after accepting a place at any other school. If a student withdraws from Chattanooga Prep at any point in the school year, he must reapply to attend the following school year. Students will not be permitted to transfer to or from another school within the district during the school year.
- If placement confirmation is not received by February 3, 2023, the placement is invalid and will be

offered to another eligible student.

- Applications from students residing in Hamilton County have priority over out-of-county or out-of-state applicants. Non-Hamilton County residents may be required to pay supplemental tuition to attend Chattanooga Prep if space is available and contingent upon board approval.
- If space is available and the application process has been completed, siblings are accepted into Chattanooga Prep upon confirmation of sibling's enrollment. Siblings are defined as brother, stepbrother, or half-brother who are permanently residing in the same household with a joint custodial parent/guardian.
- For new student applicants, all enrollment spots are contingent upon students entering the grade level indicated on the original application submitted to Chattanooga Prep. If a student is held back or does not achieve the necessary requirements to matriculate to the next grade level, he will not automatically be given a spot in his retained grade level and should reapply for the correct rising grade level.
- To properly place a student in his grade level, students who attend Chattanooga Prep from state-recognized homeschool umbrella schools may be required to submit standardized testing data or take a placement test prior to enrollment. *Placement tests are not required for acceptance into Chattanooga Prep.*

Important 23-24 Enrollment Dates
November 15-December 15, 2022 CPS application period
December 15, 2022 CPS application period closes. Deadline to submit required documents
January 20, 2023 Lottery results announced and posted <i>(Notifications will also be mailed by January 20, 2023)</i>
February 3, 2023 Deadline to accept placement for the 2023-2024 school year