

## **Socrates Academy Admissions and Enrollment Policy**

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Legal References: G.S. 115C-218.45, HB 250

**Purpose:** This policy outlines the process for student admissions at Socrates Academy, ensuring a fair and consistent procedure. The goal is to provide equal opportunity to all applicants, with priority given only to specific groups as required or allowed by North Carolina law.

Socrates Academy is a nonprofit, tuition-free public K to 12 charter school authorized by the state of North Carolina. As a charter school, Socrates Academy is open to all students who would otherwise qualify for North Carolina Public Schools enrollment. Socrates Academy will not discriminate against any student based on ethnicity, national origin, gender, or disability. Socrates Academy holds open enrollment from November 5th of each year to November 5th of the following year. The lottery is always held to determine applicants' entry. The lottery date, time and location are published on the school's website by January 15th of each year.

No criteria for admission will be used except the completed application. The application may be completed electronically, online by accessing the [Socrates Academy website](#). In case applicants cannot access the website, a paper application will be provided upon request. For paper applications, interested guardians should contact the main office. The application requires information such as the student applicant's and guardian names, current address and county of residence of the student applicant, phone number and email of the guardian, the student's current grade level and their grade level for the coming year, student's date of birth, current school, the name of any siblings already enrolled at the school, declaration of the student's residence in the state of North Carolina, confirmation of access to email, and an indication as to how the family would like their children entered into the lottery.

As part of the admissions process, families acknowledge that they have read and understood the mission and core values of Socrates Academy. They also recognize that the Greek Language is a core component of our curriculum and an integral part of our educational model. By applying for admission, families affirm their support for and commitment to these foundational aspects of our school community.

### **Admission requirements.**

Any student qualified under this State's laws for admission to a public school in North Carolina is qualified for admission to Socrates Academy. Admission to Socrates Academy will not be determined according to the school attendance area in which a student resides. A student who is not a domiciliary of the State shall be permitted to register to enroll in Socrates Academy or participate in a lottery for admission to Socrates Academy by remote means, including electronic means, before commencement of the student's residency in the State if all of the following apply: A student who is not yet domiciled in North Carolina but whose guardian is an active-duty service member transferring to the state may apply for admission before establishing residency. The guardian must provide the official military transfer order and complete all required enrollment

forms. Proof of residency and disciplinary records will be required once the student relocates to North Carolina, at which point they will be allowed to attend.

Socrates Academy shall make available to a student who registers to enroll or who participates in a lottery pursuant to this subsection the same opportunities available to a student enrolled or participating in a lottery contemporaneously with domicile in the State, such as registering for courses and applying for programs that require additional request or application. A student enrolled pursuant to this subsection may not attend Socrates Academy until proof of residency is provided in accordance with the requirements of the charter school. Nothing in this subsection shall be construed to curtail Socrates Academy's authority pursuant to subsection (i) of this section.

### **Grade Level for the Lottery Application**

Guardians, legal guardians, or caregivers will be asked to confirm both their student's current grade and the grade for the upcoming school year. Guardians are required to enter the **actual** current grade and the **next** grade level, rather than selecting which grade they would prefer their student to enroll in.

If a guardian wishes to have their student considered for retention, they must submit the application for the next grade level. Retention decisions will be made by the Principal and the current teacher after the student has been admitted, based on the student's academic performance and needs. If a retention decision is made, the student will be placed in the correct grade level, and their waitlist position will be adjusted accordingly.

### **Returning Students**

Current students at Socrates Academy will not be required to re-enroll. Current students will be asked to sign a letter of intent for the coming year during January to allow the school to plan appropriately for the lottery.

### **Application Process for Siblings**

For the purposes of this policy, the term "siblings" includes any of the following who reside in the same household: half-siblings, step-siblings, and children residing in a family foster home.

Families have the option to submit either a **single family application** (listing all siblings) or **individual applications** for each child. If a family application is pulled during the lottery, all siblings listed will be considered together. If there are spots available in the appropriate grade levels, all siblings will be admitted. If there are no spots available, they will be placed on the waitlist for those grades.

For multiple birth siblings (e.g., twins, triplets) applying for the **same grade level**, they will be treated as a unit. If their application is pulled from the lottery and there is at least one open spot available in the grade, all multiple birth siblings will be admitted together. If there are no open spots available in the grade, they will be placed on the waitlist in the order in which they were selected.

### **Sibling Lottery and Waitlist**

A sibling lottery will be conducted before the general lottery to prioritize siblings as described in the next section. If there are more siblings applying than available spots in a grade, they will be placed on a waitlist in the order their application was drawn.

After the sibling lottery, the general lottery will proceed. All applications received during the open enrollment period will be entered into the school-wide lottery. Students will be admitted to available spots based on their lottery number.

### **Enrollment Priority:**

Socrates Academy follows North Carolina law regarding enrollment priority. The following groups will be given enrollment priority, in the order that follows, as space permits in each grade:

1. Siblings of currently enrolled students.
2. Siblings applying in the same school year, where one sibling was admitted but the other was not initially admitted due to grade capacity.
3. Siblings of students who have completed the highest grade level offered by Socrates Academy and who were enrolled in at least four grade levels offered by Socrates Academy.
  - a. Limited to no more than fifteen percent (15%) of the school's total enrollment, unless granted a waiver by the State Board of Education, children or grandchildren of Socrates Academy full-time staff or Board of Directors members.
4. A student who was enrolled in Socrates Academy within the two previous school years but left the school (i) to participate in an academic study abroad program or a competitive admission residential program or (ii) because of the vocational opportunities of the student's guardians.
5. Limited to no more than ten (10) percent of the school's total enrollment, students who were enrolled for at least 75 consecutive days in the prior semester in a preschool program operated by an entity with whom the school has a written enrollment articulation agreement that provides its students with enrollment priority.

### **Lottery Results**

Socrates Academy will post the results of the lottery on the website within 5 business days following the lottery. If a student is admitted to the school, their guardian will be contacted via email. If the guardian indicated on their application that they do not have access to email, an acceptance letter will be mailed to the student's residence.

The lottery results and waitlist will be updated monthly, allowing guardians to check their student's current position on the waitlist. Guardians of students placed on the waitlist will not receive individual communication regarding their position. Instead, they will need to refer to the waitlist information placed online to determine their current spot.

### **Enrollment**

- **For Students Admitted Before May 15:** Guardians will have 10 calendar days from the date of the acceptance email to either accept or decline enrollment. Additionally, enrollment paperwork must be submitted within 5 days from the date of the acceptance email.
- **For Students Admitted After May 15:** Guardians will have 3 calendar days from the date of the acceptance email to either accept or decline enrollment. Enrollment paperwork is due within 7 days.
- **For Students Admitted After July 15:** Guardians will have 48 hours to accept or decline enrollment, and 3 days to submit the required enrollment paperwork.

If Socrates Academy does not receive the completed enrollment paperwork by the deadlines, the registrar may decline the student's enrollment and offer the spot to the next student on the waitlist.

If a guardian initially declines enrollment and later decides to accept, the guardian will be required to submit a new application. The student will then be placed on the waitlist for the next available spot. As spots become available, the guardian will be contacted via email. If the guardian does not have email access and has specified this on the application, a letter of acceptance will be mailed to the student's residence.

### **School's Right to Refuse Enrollment**

Socrates Academy reserves the right to refuse enrollment to any student who is currently under a term of expulsion or suspension from another school. Enrollment may also be refused if a guardian knowingly provides incorrect or misleading information on the application.

If a student is admitted but does not appear on the first two days of school, the school will make reasonable attempts to contact the guardian. If there is no response by the third day of school, the school reserves the right to remove the student from the enrollment roster and offer the spot to the next student on the waitlist.

### **Enrollment Forms**

Enrollment forms will include, but are not limited to the following:

- (1) Proof of North Carolina Residency
- (2) Permission to request current school records
- (3) Immunization Records

### **Handling of Errors**

#### *School Errors*

If Socrates Academy makes an error in administering the lottery, or if a discrepancy occurs due to actions of the Academy that is not corrected during the lottery, the mistake or discrepancy will not invalidate the results. The lottery results will stand for all applicants who were admitted to the appropriate grade level. The error will be addressed and corrected at the next scheduled meeting of the Board of Directors .

In cases where too many students were included in the lottery at a grade level, or if a student name was duplicated, the incorrectly included students (or the duplicate with the lower priority number) will be removed. Any applicants whose placement number comes after those removed will be advanced in order on the list.

If an applicant is accidentally left out of the lottery, the total number of applicants included will be determined, and a random application number will be assigned to the omitted applicant. The applicant will be placed in the lottery as though they were selected at the same time as the randomly assigned number. Any applicants with waitlist numbers behind the omitted applicant will be moved down the list accordingly. As stated, the lottery results will stand for all admitted applicants.

#### *Applicant Errors*

If a student's name is duplicated in the lottery and the duplication is found to be caused by an applicant's error, the student will be assigned the lowest priority placement number.

If an applicant is erroneously placed in a grade because the guardian wishes to retain their student, the applicant will not be admitted to the school. The applicant may submit a corrected application, which will be processed as a new application, subject to the lottery process followed for students applying after the enrollment period.