

Attachment 2 – Enrollment Policy

UTPB STEM Academy Admissions and Enrollment Policy

Admissions

Non-Discrimination Policy: The UTPB STEM Academy admissions and enrollment shall be free from discrimination based on race, color, or national origin; sex, sexual orientation, gender, gender expression, or gender identity; disability, or relationship or association with an individual with a disability; religion; academic, artistic, or athletic ability; or the district the child would otherwise attend under state law.

Admission Application Deadline: The UTPB STEM Academy's admission application period is from the March 1st – April 15th.

The school will accept applications beginning in March of each year. The deadline for applications for each school year will April 15th. If by the close of business, more students have applied for admission that space will allow, a lottery will be conducted. The lottery, when needed, will be held the last week of April. The lottery will indicate each student that is admitted as well as a sequence for those students placed on the waiting list. After the lottery is held, applications will be accepted on first-come, first-served basis. All students will have an equal chance of being admitted.

When a space becomes available, the contact information provided on a potential student's application will be used to contact the parent or guardian. The parent or guardian must respond to the UTPB STEM Academy staff within 48 hours of the notification to accept or decline the space. If there is no response, the next potential student on the list will be notified of an opening.

The school will exempt returning students and the siblings of returning students. Additionally, the school will exempt the children of employees of UTPB/UTPB STEM Academy.

The school will accept applications outside of the regular application window. If a lottery was implemented, students will be added to the end of the waiting list on a first come, first served basis. If no lottery was implemented, the students will be enrolled in the school up to the school's capacity. Once the capacity is met, students applying after the application period will be added to the waiting list on a first come, first served basis.

Non-resident Transfer Students: Students who reside outside the UTPB STEM Academy's approved, geographic boundaries may be admitted once all eligible, resident students who submitted a timely application are enrolled.

Exclusion from Admission: The UTPB STEM Academy reserves the right to exclude from admission a student who has a documented history of a criminal offense, a juvenile court adjudication, or discipline problems under the Education Code, Chapter 37, Subchapter A.

Enrollment

Eligibility: The Superintendent or designee, shall establish procedures that ensure that appropriate measures are taken to verify, on enrollment, that a student is entitled to enroll in the UTPB STEM Academy. Areas to be verified include, but are not limited to, a student's residency and grade level. As a charter school, the academy must ensure that enrollments are maintained at a level to ensure fiscal health.

Enrollment Documentation: Upon a student's enrollment, the Superintendent or designee shall ensure that a bona fide effort is made to secure all records and required documentation pertaining to the student.

Residency Qualifying for Enrollment: The Superintendent or designee shall ensure upon enrollment that:

- the student and either parent reside within the geographic boundary stated in the charter;
- the student does not reside within the geographic boundary stated in the charter but has a parent who does and that parent is a joint or the sole managing conservator or possessory conservator of the student;
- the student and the student's guardian or other person having lawful control of the person under a court order reside within the geographic boundary stated in the charter;
- the student has established a separate residence under the TEC, §25.001(d), the person's presence within the boundary is not for the primary purpose of participation in extracurricular activities, and the person has not engaged in conduct for which exclusion permitted and deemed warranted by the Superintendent of designee;
- the student is homeless, regardless of the residence of the student, of either parent, or of the person's guardian or other person having lawful control of the person;
- the student is a foreign exchange student placed with a family that resides within the geographic boundary stated in the charter by a nationally recognized foreign exchange program¹ ;
- the student resides at a residential facility that is located within the geographic boundary stated in the charter;
- the student resides within the geographic boundary stated in the charter and either is 18 years old or older or has had the disabilities of minority removed;
- the student does not reside within the geographic boundary stated in the charter but has a grandparent who does and who provides a substantial amount of after-school care for the student; or
- the student is placed in foster care by an agency of the state or a political subdivision, and person's foster parents reside within the geographic boundary stated in the charter.

Establishing Residency: The Superintendent or designee may make reasonable inquiries to determine whether a student qualifies as a resident for purposes of enrollment. The Superintendent or designee may request a utility bill, receipts, lease information or other items to verify that the applicable residence is within the boundary stated in the charter.