



Lottery / New Enrollment Procedures 2012-2013 School Year

- Families interested in applying to CMP are to contact the campus of their choice to schedule a required information tour or open house. It is encouraged to tour each campus that the family is considering applying to, however only one campus tour is required prior to submitting Lottery Applications. If your child is chosen at a campus the family had not toured, a tour is required at that campus prior to enrollment. These tours are intended for adults only.
- Applications for the lottery are available on-line in January and may be brought into the campus office, mailed, or faxed. When applications are faxed, the original form is to be mailed or brought into the campus office.
- All areas of the application must be complete or the application is not considered valid. The application will be placed into the lottery pool when complete.
- Notify the school if at any time your contact information changes, as a lottery draw may be performed at any time during the school year.
- Re-enrollment for returning students is processed in early February.
- The public random lottery draw shall adhere to all CA state regulations regarding Charter law as well as the Enrollment Preferences listed in the CMP charter documents.
- The open lottery draw is performed by CMP's Central Administration. The first lottery draw will occur on Friday, March 30th. Parents of students selected during this lottery draw, will be contacted starting on Monday, April 9th. As openings occur, campuses will contact families from the standby list (if one is created). Due to the number of applications received, families will not be contacted by CMP unless the applicant is selected for an open space.
- All other applications will remain in the lottery pool for the 2012-2013 school year. A new application is required each new school year.
- Should a family not respond within 3 days of notification, their application will be returned to the lottery pool, and the campus office will contact the next family on the standby list. If an extended vacation is planned, the family should alert the campus in the case that the student is selected in the lottery draw.
- If a student is selected at multiple campuses, the family has 3 days to notify CMP of their selection. Once the school year has begun, the student must stay at the specific campus for at least one year prior to requesting a transfer to another campus.
- Enrollment packets will be required for new students, and are to be picked up and returned to the campus office by the due date written on the front of the packet. All forms must be thoroughly completed; both sides of each document should be checked. Please note that race & ethnicity information is required by state and federal law.
- Birth certificates, Immunizations, and Health Reports are also required for Kindergarten students (and 1st graders who are entering the public school system for the first time). Students may not begin school until these items are completed. Students entering 7th or 8th grade must also have proof of updated immunizations.
- Families will be provided information in the enrollment packet including a list of documents to access on the CMP website. It is very important for families to read over these policies and procedures. Families are to refer to the CMP calendar and schedule vacations during school breaks, as attendance is mandatory when school is in session.
- If you have any questions regarding the Lottery and/or Enrollment Procedures, please contact a CMP campus or the CMP Central Administration Office at 916-971-2432.