

Admission Processes and Policies

The Board of Directors will determine all processes and procedures governing application, admission, and enrollment at North County Trade Tech High School (Trade Tech). All students attending Trade Tech must follow the application, admission, and enrollment procedures of the school.

The application packet for admission to Trade Tech will include information that allows students to be informed about the school's operation as a charter school, its education programs, the academic and behavior expectations of students, and the rights and responsibilities of students who wish to enroll at Trade Tech. The application and Student Handbook will include:

- A brief description of charter schools
- Trade Tech's Mission Statement
- A summary of the school's education philosophy and approach
- A description of Trade Tech's education program including a school calendar, and a "typical day"
- Rights and Responsibilities of Trade Tech teachers and students
- No Tolerance Policy and Procedure
- Behavioral expectations

Trade Tech will serve up to 400 students in grades nine through twelve.

North County Trade Tech High School is California Public Charter School and does not discriminate on the basis of race, color, ethnic group identification, national origin, religion, sexual orientation, gender or mental or physical disability.

Admission Criteria

Trade Tech will operate grades 9-12. Students who understand and value Trade Tech's mission and are committed to the school's educational philosophy will be encouraged to apply. Admission to Trade Tech will be open to any resident of California that is of legal age to attend public school. Students will be considered for admission without regard to race, ethnicity, national origin, gender or disability [Education Code Section 47605(d)(1)]. Trade Tech will strive through recruiting efforts to achieve a racial and ethnic balance of students that reflects the general population within the territorial jurisdiction of the District.

Admission will not be determined according to place of residence of the student, except that admission preference will be given to Trade Tech students and siblings from Vista, San Marcos, Oceanside, Carlsbad, and Fallbrook interested in pursuing a career in the industries represented. North County Trade Tech High School gives a preference in

admissions to pupils who are currently residing in the Maryland Elementary School service area. Trade Tech does have a Participation Agreement which all parents and students will be asked to sign prior to the first day of attendance.

Admission and Enrollment Preferences

Trade Tech will enroll all students who wish to attend the school provided that the school's capacity is not exceeded [Education Code Section 47605(d) (2)(A)]. Classes at each grade level will be filled according to the following order of preferences for students who are either continuing enrollment or being admitted for the first time (listed in order of priority) [Education Code 47605(d) (2)(B)].

In accordance with SB740, North County Trade Tech High School gives a preference in admission to pupils who reside in the Maryland Elementary School attendance area.

North County Trade Tech High School does not discriminate on the basis of race, color, ethnic group identification, national origin, religion, sexual orientation, gender or mental or physical disability.

Admission Lottery and Admission Priority

If the number of students who wish to attend Trade Tech exceeds the school's capacity as determined by the Board of Directors, then the admission of new students will be determined by a public random drawing for each grade level. [Education Code Section 47605(d)(2)(B)] After the close of the open application period, Trade Tech will enroll all students who applied during the open application period subject to capacity. If the number of applications for admission to a grade exceeds the number of available slots in that grade, enrollment, except for existing students of the School, will be determined by random public drawing. This random public drawing will be held in a widely publicized, public setting on a widely publicized date. Trade Tech will ensure that an independent third party is responsible for the actual "drawing" of applications. In the case of a public random drawing, the following admissions preferences shall be applied in the priority order as listed: returning students; siblings of existing students; all other District residents; and all other students outside the District.

All applications collected during the open application period will be drawn. Once capacity is reached, the remaining applications drawn will be placed on a wait-list in the random order in which they are drawn. After the public random drawing, those students who are drawn for enrollment will receive their official enrollment/registration forms and will be informed of the enrollment process detailed below. If the number of applications does not exceed the number of spaces available in each grade in the school, there will be no public random drawing in the grade level that is not over-subscribed and all students who submitted complete enrollment/registration information will be enrolled.

Existing students of the School will not participate in the public random drawing, as they are automatically reserved a space for the following year.

Guidelines for Enrollment

Prior to enrollment, parents and students will be asked to:

- Attend an orientation tour to receive an enrollment information (Not a requirement)
- Complete required enrollment forms including emergency information cards
- Provide required immunization records, including tuberculosis testing (if required)
- Sign Participation Agreement and all other enrollment forms.
- Sign Written Release for school cumulative records to be released to Trade Tech (if required)
- If student is on an IEP, provide school with most current copy and attend transition meeting prior to first day of attendance.