

## General Overview of Application and Enrollment Process.

Admission and enrollment of students is open to students who reside within Williamson County, the geographic boundary stated in the Meridian charter and who are a minimum of age 5 for kindergarten and age 6 for first grade. The total number of students enrolled in Meridian shall not exceed the number of students approved in the charter or amendments. It is the policy of Meridian School to comply with all state and federal regulations regarding admissions and not to discriminate during the application or enrollment process as stated on our website's home page.

As a public charter school, Meridian is subject to enrollment laws. Typically, we receive more applications for enrollment than there are seats available. If this is the case for any grade level, a lottery will be held to determine the order of the offers to be made. Students who do not receive offers from the lottery will be placed on a waitlist in the order in which they are drawn and will be offered positions as seats become available. The waitlist resets each academic year and current waitlist positions are not retained from year to year. All waitlist applicants will need to re-apply for the next academic year if they continue to be interested in enrollment. Students who are enrolled will have the opportunity to re-enroll and will not have to submit a new application each academic year as long as they provide timely written notice of intent to remain at Meridian. Exceptions to Admission as authorized by our charter and the Texas Education Code 12.111(a)(5)(A), Meridian World School reserves the right to deny admission to students with a documented history of a criminal offense, a juvenile court adjudication, or other discipline problems listed under Texas Education Code Chapter 37, Subchapter A.

### Enrollment Timeline:

The following is a general timeline for offers to be extended to students who submit applications for the next school year. Specific dates will be added to the Meridian website ([mwschool.org](http://mwschool.org)) each year before open enrollment begins. Only applications completed during this period (generally January 1<sup>st</sup> to the last day of February) will be included in the lottery. Once the lottery is conducted and any priority statuses verified, offers for enrollment will be made based on the number of available positions. Once all available spaces have been filled, all subsequent applications will be placed on the waitlist and any additional offers for enrollment will be made as seats become available.

The lottery is typically scheduled to occur on the Wednesday prior to spring break, with families receiving emails notifying them of their status during or right after spring break. If, at the close of the February, the number of applicants for a grade level does not exceed the number of available positions, students will be offered admission in the order in which completed applications are received. Any completed applications submitted after the open enrollment period will be accepted. If a seat is available at that time, the student will be offered admission. If there are no seats available at the time, the applicant will be added to the waitlist in the order received.

### Re-enrollment Policy and Period:

In the early spring of the current school year, parents are asked via email to inform us of their intent to re-enroll. If this is submitted within the announced timeframe, your student will continue to have a seat at Meridian. The guardians/parents of current students will be required to complete re-enrollment paperwork to confirm the student's intent to return. The paperwork requires portions that are submitted online or in person. If during this period, a parent/guardian withdraws a student verbally or via email to the registrar's office, the student has relinquished his or her seat and Meridian will offer the position to another student waiting to receive an offer.

### Predicting Waitlist Outcomes:

It is not possible for us to determine a child's chances of being offered a position. Once classes are full, spots open as a result of an admitted student deciding not to enroll or by an enrolled student's withdrawal. Although we do typically see a few spots open up before the start of school and the first week after school begins, we have no way of knowing which positions will open or how many positions will become available.

Applicants may move up or down the waitlist. For example, consider an applicant to the first grade who is offered a position and has a sibling who is paced on the waitlist for third grade at #50. The sibling applying for third grade will be given a 'sibling priority' and will therefore move to the top of the third grade waitlist (or near the top, there may be other siblings ahead of them.)

### Priority Status Order:

Certain applicants may be exempted from an admissions lottery by state law, or given 'priority' status in the admissions process.

1. Children of a Meridian teacher or staff member.
2. Siblings of students already in attendance at Meridian.

Note: Priority status or exemption does not guarantee an offer of enrollment for any grade. Further, any false statement on an application including falsely indicating priority eligibility may result in the revocation or offer of enrollment.

### Priority for children of Meridian Teachers and Staff:

Priority for children of Meridian teachers and staff is available to the children of full-time or part-time benefits-eligible staff. The following guidelines apply:

- a. The qualifying employee must have a signed offer sheet with Meridian before the enrollment priority benefit will be applied to employee child applications.
- b. The employee must be the parent/legal guardian to the applicant through birth, marriage, adoption or guardianship.
- c. If employment is terminated by the employee or Meridian before a student is offered enrollment or before he or she has matriculated, the priority or enrollment is revoked.
- d. Priority status does not guarantee enrollment.

### Sibling Priority Policy:

Sibling priority only applies when the applicant has a sibling that is officially or currently enrolled.

- a. A 'sibling' is defined as an immediate family member of the applicant, or a blended family member of the applicant through marriage, adoption, or guardianship. Birth certificate, marriage certificate or court documentation may be requested to verify the sibling priority.
- b. If the sibling withdraws from Meridian before the applicant sibling is offered enrollment, priority status will be revoked.
- c. If the sibling withdraws from Meridian before matriculating for the year the sibling applicant received priority, the priority status and any offer/registration of the applicant sibling will be revoked and returned to their original lottery number.
- d. Priority status does not guarantee enrollment.