



# University Preparatory School

2200 Eureka Way · Redding, CA 96001  
530.245.2793 · Fax: 530.245.2791 · [www.uprep.net](http://www.uprep.net)

## Admissions and Application Information, 2018-2019

Dear Parent(s),

Thank you for your interest in University Preparatory School. We are a small school-of-choice public charter, grades 6-12, college preparatory school committed to university level preparation in fine arts, languages, history, mathematics, science, and philosophy. Our school-community offers students learning experiences needed to achieve their leadership and academic potential, to become creative thinkers, compassionate human beings, and ethical participants in a multi-cultural, democratic society. Students are immersed in rigorous academics and meaningful extra-curricular activities and supported by a close-knit community of teacher/advisors, which will enable them to choose any course of post-secondary education. We look forward to working with our new families throughout this season of your students' educational career!

This packet provides information on our admission policies and our charter lottery process, an Application for Admission and deadlines for submission, and the Student Participation Survey. Please be aware that in order for an application to be valid, the following two documents are required:

### 1) Application for Admission Form

- **Applications will be available online ([www.uprep.net](http://www.uprep.net)) and in the school office on Friday, December 1, 2017.**
- Deadlines for applications are as follows:
  - *1<sup>st</sup> Application Period:* All forms must be postmarked, faxed (245-2791), or received in person by January 31, 2018.
  - *2<sup>nd</sup> Application Period:* All forms must be postmarked, faxed (245-2791), or received in person by February 28, 2018.
  - After February 28, 2018, please contact the school office for information on admissions.
  - Note: If requested at the time of application, parents/guardians may receive a dated photocopy of their Application for Admission.

### 2) Student Participation Survey

If your student's is admitted following open enrollment or randomly selected, as in the case of the lottery, then the following *additional* documents must be completed in order to maintain acceptance status:

### 3) Registration Form

### 4) Emergency Card

## **Admission Policy**

- Students will be considered for admission without regard to actual or perceived disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code or association with an individual who has any of the aforementioned characteristics.
- University Preparatory School will actively recruit a diverse student population from families who understand and value the school's mission and are committed to the school's broad-based approach to a classical education.
- Admission to the school is open to any 6 -12<sup>th</sup> grade student in Shasta County or adjacent counties who has completed the application process.
- Parents must complete an Application for Admission and students must complete the Student Participation Survey. These forms are required as part of the application packet. Parents guarantee that the information represented in the Application for Admission and the Student Participation Survey is accurate.
- The school will grant admission preference during the first application period to currently enrolled students who wish to return, siblings of admitted or attending students, children of school employees, and residents in the Shasta Union High School District boundaries.
- The decision to readmit a pupil expelled from University Preparatory School or admit a previously expelled pupil from another public school shall be in the sole discretion of the Governing Board following a meeting with the Superintendent/Principal and the pupil and guardian or representative to determine whether the pupil has successfully completed the rehabilitation plan and to determine whether the pupil poses a threat to others or will be disruptive to the school environment. The Superintendent/Principal shall make a recommendation to the Governing Board following the meeting regarding his or her determination. The pupil's admission is also contingent upon University Preparatory School's capacity at the time the student seeks admission.

## **Lottery Process**

The lottery is held as required by law and according to our school's charter, with admission preference given in the following order:

- Sibling(s) of admitted or attending student(s). Sibling preferences may not be exercised by student applicants who have previously attended U-Prep and subsequently transferred to another school.
- Children of U-Prep employees.
- Residents in the Shasta Union High School District boundaries.
- Students who were in either the first or second lottery the previous year, and remained on the waiting list all year.

All applicants *who are exercising a preference* must submit their applications by January 31, 2018; these applicants are admitted or run through the lottery first, in accordance with the order of their designated preference.

*NOTE: For clarification purposes, current students who have indicated that they are returning to U-Prep will keep their status as enrolled students and are not required to go through the lottery process.*

First Lottery (Draw of applications received during the first application period, December 1, 2017 – January 31, 2018):

Any remaining seats following placement of *applicants with preference* are filled accordingly:

- (1) If the remaining seats can accommodate all of the First Lottery applicants, then these applicants will be admitted on February 1, 2018.
- (2) However, if the number of First Lottery applicants exceeds the number of seats available for enrollment, then a lottery is required; all First Lottery applicants are assigned a number that is then randomly drawn at the First Lottery Draw (March/TBD). Once the number of seats available are filled, then the remaining numbers (applicants) are placed on a waiting list in the order in which they were drawn.

Second Lottery (Draw of applications received during the second application period, February 1– 28, 2018):

Following the First Lottery Draw, the assigned numbers of all Second Draw lottery applicants will be randomly drawn (NOTE: The First and Second Lottery draws are held on the same date, March 7, 2018). Any available seats will be filled in order of the random drawing. Once seats are filled, then the draw will continue until all Second Lottery applicants are placed on a waiting list; the waiting list represents the order in which an applicant's number was drawn.

### Waiting List Information

Applicants placed on a waiting list as a result of a lottery will be notified when a seat becomes available. Applicants will be notified in the order established on the waiting list. When a seat is offered to a waiting list applicant, the parent is given two school days to inform U-Prep of their acceptance. If no response is received, then the applicant will be moved to the bottom of the waiting list. NOTE: No student, currently enrolled in a local school, will be admitted after the fourth quarter has begun.

### Parent Participation

University Preparatory School staff, parents, students, and community partners' work together to fulfill the mission and vision of the school. We are invested in developing confident, capable, and compassionate citizens in each of our students, and thank you in advance for your commitment to take a supportive role towards this endeavor. The school requests, not requires, that parents contribute 10 service hours per year. Parent participation at U-Prep includes, but is not limited to:

- Driving students for field trips or sports;
- Supporting our Educational Foundation by volunteering time towards organizational events;
- Purchasing supplies from the wall of wishes;
- Working on school fine/performing arts events; and,
- Teaming with other parents to support school programs through boosters clubs (e.g. athletics, music).

If you have any questions, please don't hesitate to call our Admissions Office at 245-2793.

Sincerely,

Shelle Peterson  
Superintendent/Principal