



LOTTERY & ENROLLMENT PROCEDURES

***Based on the New Mexico Statutes Annotated (NMSA) 22-8B and
Guidance from the New Mexico Public Education Department (PED)***

I. Enrollment for Current Students and Siblings

- A. All current students are automatically re-enrolled for the next school year and are given the opportunity to make elective choices in the spring semester for the following school year.
- B. Also in the spring semester, parents are reminded to inform us if they have siblings of DATA students who will be attending the following school year. Per charter school law, they will have preference for any available openings.
- C. The number of remaining, available spaces is determined in preparation for the enrollment period and potential lottery for new students.

II. Enrollment Period & Lottery for New Students

- A. The first lottery for a school year is held the year prior.
 1. Families who are interested and inquire about enrollment at DATA prior to the lottery are invited to put their student on an Intent to Enroll List so they can be included.
 2. If the total number of students on the Intent to Enroll list *does not exceed* the number of available spaces, a lottery is not necessary and all of these students are admitted.
 3. If the total number of students who have submitted registration paperwork *does exceed* the number of available spaces, a lottery is held. Those students whose names are drawn for open spaces are admitted. The rest of the students are put on a waiting list for spaces that may become available later.
 4. All students who participated in the lottery are contacted by email (if available) or by mail (if email not available) to let them know the outcome.
 5. Students and their parents then interview with one of the administrators as a means of making a strong, personal connection with families right at the beginning of their DATA experience. Also, students do short cycle assessments in Math and Reading to determine if they are at grade level in these areas.

6. Information for students who are admitted is entered into the student information system.
- B. If DATA still has spaces after the first lottery, a second one is held using the steps outlined in II.A. This process may be repeated several times prior to the beginning of school, as long as there are openings.
 - C. If DATA still has available openings once the school year has started, students will be admitted as they come in to register. However, if capacity is reached during the year, another lottery will be held.