

Deeper Learning Virtual Academy Application and Lottery Process

I. Admission Requirements

- A. Deeper Learning Virtual Academy is open to all students of the West Allis-West Milwaukee School District as well as students applying through the Wisconsin Inter-District Open Enrollment process. Application to and attendance at Deeper Learning Virtual Academy is voluntary and no tuition is charged. Students who do not wish to attend or are not admitted to Deeper Learning Virtual Academy can attend their neighborhood schools or seek enrollment in another West Allis-West Milwaukee school.
- B. Parents and guardians apply online. Applications can be submitted at any time, but enrollment is only open during the dates listed below. The DLVA school board also reserves the right to open the enrollment at any time.
- a. **Application for admission:** a form indicating a parent's interest in enrolling their student at our school. An application must be submitted before a student may be considered for enrollment.
 - b. **Enrollment:** a student officially joining the roster of the school in order to receive instructional services on and after the student's start date. A student must be enrolled before they can start receiving instructional services.
 - c. **Start date:** the day on which a student formally begins receiving instructional services at the school. A student must be prepared to follow directions for receiving instruction on the start date.
 - Enrollment for the **fall 23-24** semester closes on Friday, **September 15th**.
 - Applications for admission for **spring 23-24** semester opens on Monday, **January 8th**.
 - The official start date for all students who enroll for the spring semester is Monday, **January 22nd**.
 - Enrollment closes for the school year on Friday, **February 9th**.
 - All students who enroll after **January 22nd** are assigned a start date before or on **February 9th**.
 - Applications for admission for the 24-25 school year opens on **January 22nd**.
- C. If the number of applicants exceeds the available positions, a lottery will be employed.

D. Students may enroll and attend Deeper Learning Virtual Academy during the school year as space permits in accordance with these guidelines until an enrollment period or until each grade level reaches its cap. The governance board reserves the right to open enrollment based on unforeseen circumstances.

II. Lottery Process for Deeper Learning Virtual Academy

A. Enrollment at Deeper Learning Virtual Academy will be accepted as listed below. The maximum enrollment number for the school will not exceed **218 students**.

Grade(s)	Maximum Enrollment
4K-2nd	18
3rd-4th	20
5th	10
6th-8th	80
9th-12th	90

B. Once a student is enrolled into Deeper Learning Virtual Academy the student automatically will be re-enrolled for the next school year until the end of the student's 12th-grade year. The student does not have to go through the lottery process each year.

a. If a student moves out of the West Allis-West Milwaukee School district, the student is not automatically re-enrolled, and the student must apply for enrollment to the school.

C. A student who withdraws and later wishes to enroll again will have to reapply and will have no priority over students applying for the first time.

D. Siblings of current DLVA students will receive enrollment priority and will be exempt from the lottery if seats are available at the grade they are requesting. If the grade level requested is full they will be given priority on the waiting list. Current students at DLVA include anyone currently enrolled or recently accepted.

- E. If more applicants apply than the number of seats available in a grade level the additional applications will be placed on a waiting list in the order in which their names were drawn. The waiting list does not roll over from year to year.
- F. The governance board has the authority to accept more students per grade than what has been outlined above.
- G. Students must be enrolled or open-enrolled in the West Allis-West Milwaukee School District before applying to Deeper Learning Virtual Academy.
- H. Special needs of students will be met according to the goals of their IEP (Individualized Education Program). School placement is determined by the recommendation of the IEP team. Deeper Learning Virtual Academy will provide needed special education services as appropriate.
- I. If a lottery is necessary, all families will be notified. The lottery will be announced and open to the public. The school leader will perform the lottery, and it will be part of Deeper Learning Virtual Academy's school record.
- J. Procedures for a lottery are:
 - a. Students' names will be listed on a roster in alphabetical order and by grade. Students will be assigned a number in the order of the names.
 - b. The selection process will begin with the lowest grade block first. For example, the lottery will begin with K4-2nd seats. An automatic number generator will be used to draw names.
 - c. Numbers will be drawn for the available seats. The order they were selected will be documented for viewing at the meeting. Once a grade level is filled the process will continue to fill the waiting list. Students will be placed on the waiting list in the order they were drawn.
 - d. Once the drawing for a grade level is complete that grade level's waiting list is set and will not change.
 - e. If students apply after the application deadline they are added to the waiting list on a first come first serve basis.