

NOVA CLASSICAL ACADEMY
MANUAL OF POLICIES APPROVED BY THE BOARD OF DIRECTORS

Policy NP 301
APPLICATION AND ENROLLMENT

I. PURPOSE

The purpose of this policy is to explain general application and enrollment procedures at Nova Classical Academy, so that families may make enrollment decisions in an informed and timely manner.

II. GENERAL STATEMENT OF POLICY

Nova Classical may not limit admission to pupils on the basis of gender, race, intellectual ability, measures of achievement or aptitude, religious preference, or athletic ability. Nova Classical is a public school and is required to enroll an eligible student who submits a timely application, unless the number of applications exceeds the capacity of a program, class, grade level, or building. When that occurs, students will be placed on a waiting list. State statute requires that Nova Classical give enrollment preference to a sibling of an enrolled student and to a foster child of that student's parents before accepting other students by lot. Moreover, state statute permits Nova Classical to give enrollment preference to children, **including foster children**, of Nova Classical staff before accepting other pupils by lot. Nova Classical shall give children of Nova Classical staff the preference permitted under state law **providing that the staff employment is stipulated in advance to total at least 480 hours in a school calendar year**.

III. APPLICATION AND ENROLLMENT PROCEDURES

An application is considered to be timely if it has been submitted by the yearly deadline.

If an applicant receives an offer of enrollment, they will need to complete the full enrollment paperwork to be registered.

IV. OTHER CONDITIONS

An applicant to Nova Classical may apply only for one grade. Nova Classical reserves the right to place an enrolled student in the most academically appropriate grade regardless of the student's age. The Administration may create and shall communicate additional rules, procedures and/or guidelines from time to time as may be reasonably necessary to ensure orderly compliance with the Policy.

Nova Classical and any of its agents are prohibited from providing any enrollment incentives, whether goods, services, payments, or other things of value to students, parents, or guardians as an inducement, term, or condition of enrolling a student at Nova Classical.

Legal References: Minnesota Statutes, section 124E.11

Cross References: NP 303 (Whole Grade Acceleration)

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