

How to apply?

The easiest and quickest way to apply is through utilizing **Apply Online** link. Alternatively, you can fill out a paper application form which is available at the front office of the campus. After filling out the form, there are several ways that you can submit it:

- Return to the school's front school office.
- Mail it to the campus.
- Fax it to the campus.

SST Schools follow the following admission process according to applicable SST admission and enrollment policies:

- Applicants are required to submit a complete application form in order to be considered for admission.
- A lottery is to be conducted if the number of applicants exceeds the maximum enrollment and a waiting list is developed for each grade level.
- As space becomes available, applicants will be called from the waiting list.

Beginning and Ending Dates of Application Periods

SST Schools require applicants to submit a complete application form in order to be considered for admission. The application period is from January 10th and March 15th of each year for upcoming school year.

Lottery Procedures and Date when a grade or class is oversubscribed

A lottery is to be conducted if the number of applicants exceeds the maximum enrollment. The lottery will take place within fifteen days after the closing date of the application period. The lottery will be conducted via lottery selection software. The principal or designee of each campus will conduct the computerized lottery, with supervision by at least one member of the sponsoring entity or his/her designee. This ensures that the winner list and the waiting list are selected randomly. Results of the lottery shall be certified by a notary public.

Development of a Waiting List

The lottery will be paused momentarily after the computerized lottery fills all available seats allowed by the enrollment cap. The drawing will then continue, and the randomly-selected numbers will be used to create a waiting list. As space become available, applicants will be called from the waiting list beginning with applicants with the lowest number assignment.

Admission Process of Returning Students

Returning students (students who currently attended the school and intend to return the next school year) are given priority in admission, if they notify the school of their intent to return for the next school year by February 1st of the each school year.

Siblings Policy and Children of the School's Founders and Employees

Siblings of returning students currently enrolled at a SST Public School campus and who timely notify the school of their intent to return for the next school year is exempt from the lottery and, space permitting, are automatically enrolled. For this policy "sibling" shall mean a biological or legally adopted brother or sister residing in the same household as the applicant. Cousins, nieces, nephews and unrelated children sharing an address with the applicant are not siblings. Sibling enrollment is dependent on available space and does not guarantee enrollment of each listed sibling.

Children of the school's founders, teachers, and staff (so long as the total number of students allowed constitutes only a small percentage of the total enrollment) are exempt from lottery requirements, as permitted by federal guidance on the Charter Schools Program.

Applications that are submitted outside of the designated application period

If a student applies to the school outside of the designated application period, the student will be placed on a waiting list in the order of the date in which the application is received.

Students with documented histories of a criminal offense and/or misconduct

Students who have a documented history of a criminal offense, juvenile court adjudication, listed in TEC, §12.111(6), or other serious discipline problems listed under TEC, Chapter 37, Subchapter A will be excluded from enrollment as TEC, §12.111(6) authorizes a charter school to do so.

Documents and Information Applicants are required to provide

Applicants must submit a completed application form in order to be considered for admission. The application form must be signed and dated by the parent(s). The application form must include the following items:

- Applicant's name (first, last, and middle names)
- Applicant's birth date
- Applicant's current grade level and grade applied for
- Applicant's residential address
- Phone numbers
- Applicant's current school and district names
- Applicant's parents' name and signature
- Whether the applicant has a sibling already admitted to attending the school
- Whether the applicant has a documented history of a criminal offense, a juvenile court adjudication, or discipline problems under Chapter 37 of the Education Code.

Applicants are not required to provide transcript or other academic records until after they are offered admission.

Reporting Transfer Students Pursuant to Civil Action 5281

Civil Action 5281 requires that TEA not approve student transfers where the effect of such transfers changes the majority or minority percentage of the school population by more than one percent in either the sending or receiving district.

SST Schools comply with reporting transfer students pursuant to Civil Action 5281 by using the student transfer system provided on the Texas Education Agency website under PEIMS section.

Non-discrimination Statement as Part of the School's Admission Policy

It is the policy of SST not to discriminate on the basis of race, color, national origin, gender, or disability in its programs, services, or activities as required by Title VI of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 504 of the Rehabilitation Act of 1973, as amended. For inquiries regarding non-discrimination policies, please contact Section 504/ADA Coordinator located at 5407 Bandera Road Ste:111 San Antonio, TX 78238.