 THREE LAKES ACADEMY

*“Inspiring a Life Long*

*Love for Learning”*

www.threelakesacademy.com

 W17540 Main Street

 P.O. Box 159

 Curtis, MI 49820

 Phone: 906-586-6631 Sue Pann, Administrator

 Fax: 906-586-6573 Janet Linck, Business Mgr.

**ENROLLMENT AND LOTTERY PROCEDURE**

**2018-2019 School Year**

**Three Lakes Academy** is a tuition-free public school academy which does not discriminate in its pupil admissions policies or practices on the basis of:

* Race, creed, color, sex, national origin, cultural or economic background
* Intellectual or athletic ability
* Measures of achievement or aptitude
* Status as a handicapped person
* Any other basis that would be illegal if used by a school district

With the exception of a foreign exchange student (who is not a US citizen), the Board of Directors will allow only students who reside in the state of Michigan to attend the Academy.

Three Lakes Academy will conduct a two week open enrollment period from April 16th, 2018 through April 30th, 2018. This open enrollment period will be published at **threelakesacademy.com, the** **Newberry News, and the Advisor** (Manistique). At the conclusion of this open enrollment period, if requests exceed the number of spaces available for students, a lottery will be held at the William Gowan Library located at Three Lakes Academy on May 10, 2018, at 5:30 pm. At the time of the lottery the number of vacancies available at each grade level will be announced. Siblings of students already enrolled in classes not needing a lottery are given preference and automatically admitted. After siblings are admitted, students will be admitted as their names are drawn. The maximum class size for grades 3-7 will be twenty-five (25) students. Grades K, 1 & 2 will be limited to twenty (20) students. Names will continue to be drawn after all spaces are filled in order to establish a waiting list. Students will be placed on that list in the order in which their names are drawn.

The Academy shall accept applications all year. If openings occur during the academic year, students shall be enrolled according to the waiting list. If openings do not exist, applicants shall be placed on the official waiting list. If there is no waiting list, students shall be admitted on a first-come, first-serve basis.

The Academy shall notify applicants not chosen in the random selection lottery that they were not selected and that their name has been placed on the Academy’s official waiting list for openings that may occur during the academic year.