

# East Texas Charter School Admission Policy 2018 - 2019

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[www.etchs.net](http://www.etchs.net)

All students in grades 9 – 12 in the geographical areas (ISDs) of: Big Sandy, Gilmer, Gladewater, Hallsville, Harleton, Harmony, Hawkins, Henderson, Jefferson, Kilgore, Leverett's Chapel, Longview, Marshall, New Diana, Ore City, Overton, Pine Tree, Sabine, Spring Hill, Tatum, Union Grove, Union Hill, Waskom, White Oak, and Winona are eligible to apply.

Currently enrolled students expressing a desire to return are automatically enrolled for the following school year. Vacancies in each class are then determined.

Admission forms from new students are accepted Monday - Friday 8:30 a.m. - 3:00 p.m. Admission forms are accepted May 1-20. If there are more eligible applicants than available spaces, then a lottery will be used. A name is drawn for each vacancy that exists, and each applicant whose name is drawn is offered admission. The remaining names are then drawn and placed on a waiting list in the order they were drawn. If a vacancy arises before the commencement of the school year or during the school year, the individual on the waiting list with the lowest number assignment will be offered admission.

Applicants are not required to provide copies of transcripts or other academic records prior to enrollment. However, a copy of a school transcript will make it possible to more easily determine if openings are available in the courses needed by the applicant. A student will not be precluded from enrolling due to East Texas Charter School's failure to receive the information required for enrollment from the student's parent and/or previous school.

A student will not be considered for enrollment that has a current or pending placement in a disciplinary program. All such placements must be completed by the student before they will be considered for enrollment. Failure to disclose this type of information will void a student's application for enrollment.

How the enrollment process works:

1. Complete and return the Admission Form.
2. Once you are offered admission, you must pick up an Enrollment Packet.
3. When the completed Enrollment Packet is returned, you will be enrolled.

Please call Mrs. Marybel Castillo at 903-753-9400 or email her at [mcastillo@etchs.net](mailto:mcastillo@etchs.net) with any phone number(s) or e-mail changes.

*In accordance with TEC 12.111(6), East Texas Charter Schools do not discriminate on the basis of sex, national origin, ethnicity, religion, disability, academic, artistic, or athletic ability, or the district the child would otherwise attend. ETCS may exclude a student who has a documented history of a criminal offense, juvenile court adjudication, or discipline problems under Subchapter A, Chapter 37.*

EAST TEXAS CHARTER SCHOOL  
Admission Form  
2018 - 2019

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Applications are accepted Monday-Friday 8:30 a.m. - 3:00 p.m. Students are selected by lottery based on openings and number of applicants.

Students in grades 9 – 12 in the geographical areas (ISDs) of: Big Sandy, Gilmer, Gladewater, Hallsville, Harleton, Harmony, Hawkins, Henderson, Jefferson, Kilgore, Leverett's Chapel, Longview, Marshall, New Diana, Ore City, Overton, Pine Tree, Sabine, Spring Hill, Tatum, Union Grove, Union Hill, Waskom, White Oak, and Winona are eligible to apply.

- According to federal guidelines, ETCS will use a lottery system when any grade level is at or near capacity.

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Student Name: \_\_\_\_\_ Address: \_\_\_\_\_

Birth date: \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_\_, Texas \_\_\_\_\_  
(City) (Zip)

Phone #1: \_\_\_\_\_ Phone #2: \_\_\_\_\_ Phone #3: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Public high school of residence: \_\_\_\_\_ ISD

Entered 9<sup>th</sup> grade (1<sup>st</sup> time) in what school year? 14-15 15-16 16-17 17-18 18-19

Is student currently enrolled and attending the school listed above? Yes No

Grade currently enrolled in: 8<sup>th</sup> 9<sup>th</sup> 10<sup>th</sup> 11<sup>th</sup> 12<sup>th</sup>

Any false or misleading information submitted is grounds for removal from ETCS enrollment procedures. All answers are kept confidential and will not prevent any student from being accepted.

1. Did/will your child complete the 2017-18 school year? YES NO

Last school attended: \_\_\_\_\_

2. Was your child suspended, expelled, or placed in any type of alternative class during the last 12 months?

YES NO If yes, please give date, name of school & infraction? \_\_\_\_\_

3. Has your child ever been placed on legal probation? YES NO

If yes, date & for what charge? \_\_\_\_\_

4. Drug testing is allowed at any time during a student's enrollment at East Texas Charter School. Please initial to verify that you understand and are in agreement with this policy. \_\_\_\_\_

**Parent signature required.**

Parent Signature: \_\_\_\_\_ Adult Student (18) Signature: \_\_\_\_\_