

# Lottery Process

## Student Lottery Process

Independence Charter School West holds an annual student lottery in order to enroll new students. The lottery is typically held in late winter of the school year (exact date TBD) prior to the September you wish your child to begin school. In order to be included in the lottery drawing you must be a Philadelphia resident and submit a complete, accurate application and all required documentation by the lottery deadline. All other applications are added to the end of the waiting list after the lottery drawing is complete.

For the 2020-2021 school year ICS-West will be accepting students in grades K-7. The lottery drawing is used to fill available spaces for enrollment in kindergarten only. After the available spaces are filled, the remaining names go onto a kindergarten waiting list. For grades 1-7, the lottery is used to create a waiting list that will be used to fill spaces if current students transfer out of ICS-West.

Sibling preference: ICS and its families benefit from our keeping families together. For this reason, ICS-West offers an admissions sibling preference. A sibling is defined as a biological or legally adopted brother or sister who lives in the same household as the current ICS-West student. To receive sibling preference, parents or guardians must bring a completed application to ICS-West by the enrollment deadline. If your sibling application is received after the enrollment deadline, the sibling's name will be placed at the end of the waiting list.

ICS-West maintains a waiting list for all grades. To make sure all children are treated fairly, we use the following process:

- Assign a number to each child on the waiting list by lottery.
- Send you a postcard or email message after the lottery to tell you your child's place on the list.
- Move children into a class as space becomes available, starting with siblings of current ICS-West students and then children with the lowest waiting list number for each grade.
- Call your home to inform you of your child's acceptance.
- If your child is on our waiting list, please be patient. We typically do not know about any available space until the end of June or later in the summer. To make sure we can get in touch with you, please update us regarding any changes in address or phone number.

ICS-West does not keep waiting lists from year to year. If your child is still interested in attending ICS-West, you must resubmit a completed application each fall.

ICS-West will be using Apply Philly Charter as it's only application collection process.

Paper applications will no longer be accepted. **Please see flyer below for more information, including the deadline to apply for the 2020-2021 school year.** If you do not have access to a computer, you can easily apply via phone by calling 800-891-3999.

Questions? Please contact Tr. Jaclyn - [Jaclyns@icswest.org](mailto:Jaclyns@icswest.org) , 215-724-5600.



**Philadelphia Charter Schools. One application. Easy.**

Apply Philly Charter is the easy way to apply to 80 Philadelphia charter schools for the 2020-21 school year.

### How do I apply?

- ✓ Go to [applyphillycharter.org](http://applyphillycharter.org) on your phone, tablet or computer.
- ✓ Create an account and fill out your family profile.
- ✓ Select the charter school(s) that you want to apply to.
- ✓ Submit the application.

### What information do I need to apply?

- Parent/guardian's name, email address and home address.
- Student's date of birth, current school and grade, and the grade applying for in 2020-21 school year.
- To learn more about a school you want to apply to, check out the school's profile on [GreatPhillySchools.org](http://GreatPhillySchools.org).

### When can I start applying? Is there a deadline?

**September 20, 2019**

Application window opens

**January 27, 2020**

Application deadline

Participating charter schools that hold a lottery will notify you by **February 25, 2020** about the status of your application. You will also be able to view your application results on Apply Philly Charter.

See a list of participating public charter schools at [applyphillycharter.org](http://applyphillycharter.org).

For assistance, visit any participating charter school, your local library or call 1-800-891-3999.