

ECU LAB SCHOOL ADMISSION/ENROLLMENT**I. Introduction**

The East Carolina University Laboratory School is a tuition free public school partnering with Pitt County Schools to educate the whole child through a web of support that thrives through our partnerships.

The ECU Lab School does not limit admission to students on the basis of race, ethnicity, national origin, color, sex, sexual orientation, gender identity, religion, intelligence level as ascertained by an intelligence quotient examination, or identification as a child with exceptionality.

II. Eligibility

The ECU Lab School shall determine enrollment eligibility in accordance with N.C.G.S. § 116-239.9, as it may be amended from time to time. Any child residing in the Pitt County School District shall be placed on one of the following eligibility lists:

- a. Any child who is enrolled in a low-performing school, as defined by N.C.G.S. 115C-105.37 at the time of the student's application; or
- b. Any child who did not meet expected growth in the prior school year based on one or more of the following factors:
 - i. Grades,
 - ii. Observations,
 - iii. Diagnostic and formative assessments,
 - iv. State assessments, or
 - v. Other factors, including reading on grade level.

III. Enrollment Cap

Each year, the total number of enrolled students shall be determined by the enrollment statistics from the previous year, subject to the discretion of Lab School Administration.

IV. Selection Process

During each period of enrollment, the ECU Lab School will accept applications for new students. Once enrolled, students are not required to enroll in subsequent enrollment periods. In order to properly plan, the school will routinely inquire of parents in early spring through letters of intent to ascertain if students will return to ECU Lab School the following year. Applications for new students are available in the School office and on the ECU Lab School website. If needed, the application may be mailed or emailed to the parent of a prospective student. Applications are considered to be received if postmarked, faxed, or hand delivered by the specified

deadline. A representative of the ECU Lab School will notify parents/guardians that their application has been received.

The enrollment period will begin no earlier than February 15 and end no later than March 15. During the enrollment period, the School shall enroll an eligible student who timely submits an application within this period, unless the number of applications exceeds the capacity of a program, class, grade level, or building. If During the period of enrollment, the laboratory school shall enroll an eligible student who submits an application during the enrollment period to the capacity of the grade level in the order in which applications are received.

Data regarding eligibility based on academic status will be determined at the time of the application deadline. The school in which the student is currently enrolled will provide information about a student's eligibility based on data from the present academic year up until the application deadline.

Once the enrollment window closes, parents will be notified in writing at the address provided on the application of their student's selection for the Lab School. Parents will have ten (10) calendar days to enroll their student in the Lab School through completion and return of the Enrollment Verification Form. On the 11th calendar day, if enrollment has not been confirmed, the next name from the applicant pool waitlist will be selected to fill the slot.

If a student withdraws in one academic year, that student is eligible to re-apply the subsequent year, provided the student continues to meet the statutory enrollment criteria. The application, selection, and enrollment procedures shall be followed as if the student had not been previously enrolled.

V. Waiting Lists

Should the number of applications exceed the number of slots available in a particular grade level, applicants will be added to a waitlist in the order his/her application is received by grade level. Should a slot become available, parents of the student who is next on the waitlist will be notified. Parents will have ten (10) calendar days to elect to enroll their student in the Lab School through completion and return of the Enrollment Verification Form. On the 11th calendar day, if enrollment has not been confirmed, the next name from the waitlist will be selected to fill the slot. If an enrolled student withdraws prior to the end of the first semester, the slot may be filled from the waitlist prior to October 1st.

VI. Other Provisions Relating to Admission

- a. Any parent or guardian who makes application for a student must provide all required documents establishing the student's enrollment eligibility. (See Section II above.) If the documents are not received before the enrollment period ends, the student's name will be removed from consideration. To assist any parent or guardian, parents or guardians may sign a waiver authorizing the ECU Lab School to obtain the necessary

academic records from a child's current school. This waiver should be signed at the time of application.

- b. The ECU Lab School may refuse admission to any student who has been expelled or suspended from a public school under N.C.G.S. 115C-390.5 through N.C.G.S. 115C.390.11 until the period of suspension or expulsion has expired. Any application that is submitted will be reviewed for active expulsions or suspensions. The ECU Lab School reserves the right to revoke a student's admission to the ECU Lab School if a student is suspended or expelled from his or her current school prior to enrollment. Should a revocation occur, the next student on the waitlist for that grade level will be offered the opportunity to enroll.

Statutory Authority: N.C.G.S. 116, Article 29A (sections 116-239.5 et seq.)

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