

TAPA Admissions Policy

1. Applications for enrollment for grades 5-12 will be available the fall of each year for the upcoming school year. Interested families may visit the online public charter school common application platform, <https://enrollri.org/charter>, to complete an application for enrollment. Applications for enrollment are due early spring of each year for the upcoming school year, unless an alternate date is posted at enrollri.org. Open enrollment dates for application submission are determined by EnrollRI. Student selection for enrollment will be made through a random lottery.
2. TAPA is a Providence-based charter school. Only applications for students residing in the city of Providence will be considered valid and entered into the admissions lottery. Applications listing an address outside of the city of Providence are considered invalid and cannot be entered into the lottery. Out of district exceptions apply for applicant families experiencing homelessness.
3. TAPA serves students in grades 5-12. Only applications for students entering 5-12 grade will be considered valid and entered into the admissions lottery. Applications requesting admission for grades other than those served by the school are considered invalid and cannot be entered into the lottery.
4. When fewer students apply than there are seats available, all eligible applicants shall be offered enrollment into the school.
5. When more students apply than there are seats available, the school shall conduct a random lottery to determine enrollment.
6. Unless otherwise posted at enrollri.org, the lottery will be held on April 1st of the school year immediately before the school year in which students are to enroll. If the 1st of April falls on a weekend, the lottery shall be held on the first weekday of the month of April.
 1. All students in the lottery pool at the time of the lottery shall be eligible for the lottery drawing.
 2. Once all available seats have been filled by lottery, the remaining applicants in the pool shall be drawn and placed on a waiting list ranked in the order that they were drawn.
7. Exemptions from the lottery –
 1. Siblings of students enrolled in the school at the time of the lottery
 1. For purposes of this policy “sibling” means “one of two or more individuals having one common parent.” If two children share a common guardian, and the guardian was appointed for a substantial reason other than school enrollment, then we would also interpret “siblings” to include children who share a common legal guardian. We do not interpret “siblings” to include members of a student’s extended family: such as cousins, step-siblings, and others who, because of various circumstances, have become part of the family unit and/or live in the same household.
 2. To establish sibling status, families of students must provide:
 1. Photo identification for parent or guardian AND one of the following:
 2. Student birth certificate identifying the same parent; or Court document(s) reflecting appointment of a common legal guardian

3. Siblings of students enrolled in the school at the time of the lottery must complete an application for enrollment through enrollri.org.
2. Children of founders, teachers or staff
 1. For the purposes of this policy “founder” means a person serving on the original, founding Board or any teacher or administrator that participated in the founding of the school
 2. For the purposes of this policy “teacher” means “every person for whose position a certificate issued by the department of elementary and secondary education is required by law.” See R.I.G.L. §16-13-1.
 3. For the purposes of this policy “staff” refers to an individual currently employed full-time or part-time by TAPA.
 4. Children of founders, teachers and staff shall comprise no more than 10% of the school’s total enrollment.
 5. Children of founders, teachers or staff must complete an application for enrollment through enrollri.org.
8. Should there be more siblings, children of founders, teachers or staff applying for a grade than there are openings, a lottery of siblings, children of founders, teachers or staff will be conducted before any other applicants will be admitted provided, however, that children of founders, teachers or staff shall comprise no more than 10% of the school’s total enrollment. Students from this group not selected by this lottery will be placed on a waiting list before other applicants.
9. Notification –
 1. Families will be notified in writing whether or not the student was selected from the lottery for enrollment into the school.
 2. Upon notification, the family shall confirm its intent to accept the enrollment by submitting a standard confirmation form to the school.
 3. Families have fifteen (15) calendar days (including weekends) from notification to confirm their child’s enrollment. The school will make a reasonable effort within this period to contact the family. If the family fails to confirm enrollment by the established deadline, the school will offer enrollment to another family in first position on the waiting list.
 4. After a family has confirmed enrollment, the school will ask the family to complete an enrollment packet and to provide specific information and documentation about the student, including prior school academic records and special education records (IEP/504 plans). If the family fails to complete and submit the enrollment packet and supporting documents by the established deadline, the school will offer enrollment to another family in first position on the waiting list.
10. Waiting Lists –
 1. Any students who have applied to the school but were not selected through the lottery shall be placed on a waiting list in the order that they were drawn within the design of the lottery. This shall constitute the school’s official waiting list.
 2. Waiting lists remain active for the duration of the school year the application was submitted for. When filling vacancies that occur during the school year, the school will offer enrollment to the student ranked in the first position on the waiting list as determined by the lottery. Should the family decline the enrollment offer, the

school shall offer enrollment to the next ranked student until the enrollment seat is accepted. Additional steps may be required in the process when filling vacancies in the 10th, 11th and 12th grades.

3. Families who have expressed an interest in the school, either by contacting the school directly, attending an open house, or by any other contact, but have not submitted an enrollment application form will not be considered for the waiting list.
4. Post-lottery applications must be submitted through enrollri.org. The post-lottery submission timeline will be determined by EnrollRI.
5. Enrollment applications received after the lottery shall not be considered on the official waiting list. Such applications shall only be considered for enrollment once the waiting list established through the lottery has been exhausted.
6. Waitlists do not carry over from year to year. Families of waitlisted students not obtaining enrollment by the end of the school year, will need to reapply for enrollment for the following school year.