**How to enroll students at Esperanza Elementary School**

**During the school year….**

1. Complete the online application on the waiting list.
2. For parents unable to complete the application for the waiting list online, can either A. Call the school and complete the application by phone (the school staff member will complete the online application for the parents) or B. Come in and a school staff member will provide support to make sure an application is entered into the online system.
3. Random lotteries are done a week before the start of each school term

**Before the start of the school year**

**The process for kindergarten**

1. Complete enrollment application by the last weekday of January.
2. If on the 31st of January, there are more than 90 applications, a random drawing is done to select 90 students. If less than 90 applications are in the system, then new applicants will complete the waiting list online system and a random drawing will be done on the first of each month until 90 students accept the invitation to attend Esperanza Elementary School for the coming school year.

**The process for 1st – 6th grades of the coming school year**

1. Complete the online waiting list application online
2. Lotteries are conducted on April 1st, May 1st, June 1st, July 1st, August 1st, August 15th, and September 1st of the coming school year to fill any available spots in the school.
3. After September 1st No new students are accepted until, November 1st and a week prior to 2nd term, and 3rd term.
4. Available slots are posted as soon as they become available

 **How to transfer to/from Esperanza Elementary School**

1. Students at Esperanza can transfer out at any time. Esperanza Elementary School requests a written letter from parent/legal guardian before dropping a student.
2. Students who transfer to Esperanza any time before school starts, within five days of the start of school, and within five days of September 1st. They can also enroll within five days of the start of the 2nd term or third term.

To access the current charter agreement and amendments click on the following link