



## Enrollment Procedures

- Aspen Academy will comply with Minnesota Statutes, section 121A.47, which establishes due process rights.
- Admission to Aspen is open to all students without regard to ability, race, religion, gender, or any other factors other than the enrollment capacity of the grade level.
- Aspen is required to conduct a lottery if we have more applications than slots for a given grade.
- All applications received prior to the lottery deadline as posted on the website will be included in the lottery for the following school year.
- Any applications that are received after the deadline will be placed on the wait list in order received after the lottery applications.
- State statutes require that Aspen give preference for enrollment to siblings/foster siblings of any currently enrolled student and children to Aspen staff before any outside families.
- All Kindergartners must be 5 by 9/1 for the year they are seeking enrollment.
- We will conduct the lottery starting in the highest to lowest grades. Noting, sibling preference may go into effect as older student siblings accept enrollment.
- Offers of enrollment will be made via email and/or phone. If a family declines an available spot, the next child on the wait list will be offered the spot. Families who decline and change their mind will have to re-apply and they will be placed at the bottom of the wait list.
- We are not allowed to carry over wait lists or applications from year to year.
- We cannot accept future years' applications.

Questions regarding lottery procedure, please contact our Enrollment department, [enroll@aspenacademymn.org](mailto:enroll@aspenacademymn.org), 952-225-5940, ext. 170.