

**STUDENT APPLICATION TIMELINE FOR PARENTS
For ENROLLMENT in the 2017-2018 SCHOOL YEAR**

Document Name/Process	From	Received by	Deadline
Student Application (Request application from desired choice district)	Parent or Guardian	Choice District	12/1/2016
<u>Notice of Intent to Participate</u> (If registered in resident district's public school or applicant is Tier 1)	Parent or Guardian	Resident District	
Lottery held (if applicable)	Choice District	n/a	12/7/2016 thru 12/19/2016
Notice of Conditional Acceptance, Rejection, or Wait Listing	Choice District	Parent or Guardian	12/20/2016
Student's Notice of Intent to Enroll in the Choice District (Provided by district. <i>Submit to only ONE choice district</i>)	Parent or Guardian	Choice District	1/6/2017
Registration with Resident District (If not already registered or applicant is Tier 2)	Parent or Guardian	Resident District	1/16/2017

Late applications: Some districts may accept late applications after the **December 1, 2016** deadline, however, late applicants will be considered for enrollment only after those who applied before the deadline.

If any accepted choice students decide to drop their acceptance before the start of the school year, the district may replace them with students on the waitlist, including students who applied after the December 1st deadline--provided late applicants are considered after those who applied before the deadline.

Parents must contact the choice district to inquire about whether it accepts late applications.

Exception to Late Application Policy: When extenuating circumstances occur, the Commissioner may grant a waiver of the student application deadline, allowing a student to submit an application and be accepted to a choice program. Waivers will only be granted by a showing of "good cause" and when a student's educational conditions are such that an immediate transfer is needed. Waivers will not be granted for convenience reasons such as missing the application deadline. Typically, student enrollment must occur immediately upon approval of the waiver, however each waiver will be considered based on the specific circumstances of the student. *Parents can request a waiver form by emailing pschoice@doe.state.nj.us.*
