

## Enrollment Procedures

*Baltimore Montessori PCS will serve children ages three through twelve (6<sup>th</sup> grade) in 2010 - 2011.*

**Please read the following information carefully:**

### Application Procedure

It is strongly recommended that interested families attend a Baltimore Montessori informational session. Please fill out an application for each child and be sure all information is complete and accurate.

**Send completed application (must be received by Feb. 24<sup>th</sup>) to:**

**Baltimore Montessori Public Charter School 1600 Guilford Avenue Baltimore, MD 21202**

### Lottery

If the number of children intending to enroll in Baltimore Montessori PCS exceeds the number of available spaces, students will be selected for admission through a lottery. During the lottery, names will be drawn by grade. Spaces will be offered in the order of names drawn, with every attempt to accommodate siblings. Remaining names will be placed in order of draw on the waiting list. If the number of applicants for a given grade does not exceed the number of available spaces, all applicants for that grade will be offered admission to the school. *The lottery, held at our school and overseen by BCPSS, will be held on Feb. 25 or 26<sup>th</sup>, 2010.*

### Acceptance

*The results of the lottery will be mailed out in early March to all students and their families.*

Parents must inform Baltimore Montessori PCS in writing of final decision to attend by April 2nd. Parents will be notified of admission from the wait list as soon as a space is available.

### Residency Requirement

To enroll in our school, proper documentation is required including a copy of the child's birth certificate. We also need proof of Baltimore City residency. This includes at least two of the following: gas/electric/water/telephone/tax bill, rent receipt, bank statement, verified lease agreement, deed, or title. The documentation must have the parent or legal guardian's name and address imprinted.

### Age Requirement

Preschool – Children entering our preschool must be three or four years of age by September 1, 2010.

Kindergarten – Children entering our kindergarten must be five years old by September 1<sup>st</sup>, 2010.

*Baltimore Montessori Public Charter School (PCS) is committed to diversity and equality. Accordingly, the school admits students and conducts all educational programs, activities and employment practices without regard to race, color, religion, gender, sexual orientation, marital status, ancestry, disabilities or any other legally protected classification.*