

Student Policy #201 Student Admissions

Purpose:

The purpose of this policy is to outline the procedures to be used by the SusQ-Cyber Charter School (“Charter School”) to enroll students and to outline the requirements, application procedures, and commitment required by attendance in the Charter School.

Guidelines:

- The PDE chartered the SusQ-Cyber Charter School upon review of its application for charter renewal that included admission procedures.
- Under the Charter School Law Act 22 of 1997 and the Cyber Charter School Law Act 88 of 2002, admission to the Charter School is open to any Commonwealth student who meets the residence and age requirements of law.
- Names of students seeking enrollment are placed on a waiting list in the order in which the requests are received.
- Students are called for enrollment from the list in the order they appear on the list.
- Enrollment applications are available after inquiry to the Charter School and must be completed and submitted to begin the process to become a Charter School student.
- The website includes information about the school, the calendar, the parent/student handbook, Charter School policies, requirements regarding computer use and the internet policy.
- The Enrollment Notification Form, home language survey, sworn statement, course completion forms, and the registration form are part of the enrollment package and must be completed.
- The school nurse will need the health records and immunization records from the previous district.
- No student enrollment is complete until all paperwork including the Enrollment Notification Form, health and immunization records, and proof of age and residency are complete.

Delegation of Responsibility:

The CEO has the responsibility to enforce this policy by monitoring the enrollment process and adapting it wherever needed.

TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH APPLICABLE STATE AND/OR FEDERAL LAWS, THE APPLICABLE STATE AND/OR FEDERAL LAWS CONTROL. THIS POLICY IS NOT INTENDED TO CONFLICT WITH CHARTER REQUIREMENT.