



# River Mill Academy Enrollment FAQs



## **Who may enroll in River Mill Academy?**

River Mill Academy is a tuition free public school. Any child qualified under the laws of North Carolina law for admission to a public school is qualified for admission to a charter school. To qualify to attend a North Carolina public school, a student must be a resident of North Carolina. County boundaries or school attendance areas do not affect charter school enrollment. River Mill Academy does not limit admission to students on the basis of intellectual ability, measures of achievement or aptitude, athletic ability, disability, race, creed, gender, national origin, religion, or ancestry.

## **If I know that we will be moving to North Carolina before the school year begins, can I apply for my child during the enrollment period?**

No; students must be residents of the state of North Carolina at the time their application is submitted.

## **How old must my child be to enroll in Kindergarten?**

To apply for kindergarten enrollment for the 2024-2025 school year, students must be five years old by August 31, 2024. (Birth date on or before August 31, 2019.)

## **How do I apply for enrollment for my child?**

All applications for enrollment must be submitted online through the lottery website, *Lottrease.com*. The link is available through the school's website at [www.rivermill-academy.org](http://www.rivermill-academy.org). Please refer to the "How to Apply for Enrollment at River Mill Academy" document for detailed instructions for using the *Lottrease* website.

## **My email address has changed, and I need to revise it so that I receive email notifications about the lottery. What do I need to do?**

You can update your email address and phone number by logging into your *Lottrease* account and making the change(s) yourself.

## **When is the enrollment application period?**

The enrollment application period begins on January 3, 2024 and ends on February 9, 2024 at 3:00 p.m.

## **When is the lottery?**

The lottery will be held on Friday, February 16, 2024 at 9:00 am.

## **How does the lottery work?**

The enrollment application period begins on January 3, 2024 and ends on February 9, 2024 at 3:00 pm. Once the application period closes, all of the applications received will be totaled by grade. If there are more applications than space available, all applications received prior to the deadline will be entered into the lottery. The lottery will be run electronically and can be viewed publicly through the *Lottrease* platform. The *Lottrease* system will send results to the email address submitted in the parent registration. Each applicant will receive an email from [River\\_Mill\\_Academy@Lottrease.com](mailto:River_Mill_Academy@Lottrease.com) with their personal lottery results indicating whether the student has been selected or their numerical position on the waitlist.

## **Is there limited space in each grade?**

Yes, class sizes are limited to no more than 24 per class.

### **What are Application Preference Groups?**

Application Preference Groups are used to give preference to one type of application over another. Parents will be able to select Application Preference Groups for applications in lotteries which have not yet been run. River Mill Academy utilizes two preference groups: (1) children of employees of River Mill Academy are given priority placement over all other applications and (2) siblings\* of students who are currently enrolled (2022-2023 school year) are given priority placement over general applications for the following year (2023-2024 school year). Please see “Who is considered a ‘sibling’ for the lottery?” for more information.

### **Who is considered a “sibling” for the lottery?**

To be considered a sibling for the lottery, applicants must meet the legal definition. Siblings include any of the following who **reside in the same household**: half-siblings, stepsiblings, and children residing in a family foster home. Siblings living in separate homes are not eligible under the sibling priority for enrollment. Siblings must reside in the same household at least 50% of the time.

Please note: parents who select the sibling preference group when submitting an application for their child will be prompted to enter the name of the currently enrolled sibling when completing the online application. Parents will be required to submit documentation verifying the sibling relationship if their child is selected in the lottery drawing. (Generally, a birth certificate showing that the siblings share at least one birth parent is sufficient. In the case of stepsiblings, a marriage license may also be required.)

### **What if I am applying for twins or multiples?**

A separate application must be submitted for each twin or multiple-birth child. State law allows one family surname to be entered into the lottery for twins and multiple-birth siblings. The multiple-birth siblings must be entered into the same grade level lottery. If the surname of the multiple-birth siblings is selected in the lottery, all of the multiple-birth siblings shall be admitted.

### **If my child was placed on the waitlist last year, will that carry over to this year?**

No. The waitlist does not carry over to the following year. Per state law, you will have to submit a new application every year for the appropriate grade. Once your student is enrolled at River Mill Academy, he/she is guaranteed a slot in subsequent years (as long as you remain a North Carolina resident) and does not have to reapply.

### **When will I know if my child was selected in the lottery?**

When the lottery is run in February, you will be notified via email of your status regarding being selected for a seat or being placed on the waitlist for your desired grade level. The email will be sent from [River\\_Mill\\_Academy@Lotterease.com](mailto:River_Mill_Academy@Lotterease.com). Please check your spam/junk folder if you do not find an email in your inbox.

### **My child was selected. What is the next step?**

After the lottery is run in February, parents will have 20 days in which to “confirm” (accept) or “decline” their child’s admission. The 20 days begin at midnight the day of the lottery and include weekends and holidays.

- **If you do nothing by the deadline, your child’s name will be removed and the first child on the waiting list will be contacted.**
- If you confirm attendance, you will receive a “Enrollment Confirmed” email. Please follow the directions in the email to provide documents required to complete your child’s enrollment. The email also includes a link to complete a registration form with additional information required for enrollment.
- If you decline attendance, the first child on the wait list will be contacted.

Please note that enrollment offers made at times other than immediately following the lottery will have a much shorter acceptance period.

**What happens after I confirm my child's seat?**

You will receive a "Enrollment Confirmed" email with instructions for completing enrollment paperwork. Parents must submit a copy of their child's birth certificate, proof of residence (recent utility bill), and proof of sibling relationship to a current River Mill Academy student if applicable. In addition, the Enrollment Confirmed email will include a link to an online form to provide additional demographic information. There will be additional deadlines for completing and submitting those documents.

**One of my children got a seat but my other child(ren) didn't. Do they have priority now?**

No, each grade level has a wait list. When a seat becomes available, an offer is made in the order of waitlist numbers in that grade.

**My child was placed on the waitlist. What happens now?**

If a spot opens up, the next application on the waitlist will be notified by email from [River\\_Mill\\_Academy@Lotterease.com](mailto:River_Mill_Academy@Lotterease.com) with the subject line "Applicant Selected at River Mill Academy." The email will contain instructions to confirm or decline the offer of admission. Most of the openings occur after the end of the current school year (June, July, August). During the summer months, offers of enrollment will be made by telephone as soon as openings occur. We will continue to use the waitlist to fill any openings up until the 20<sup>th</sup> day of the school year.

**Does River Mill Academy have a right to refuse enrollment?**

River Mill Academy reserves the right to refuse enrollment to any student or family under the following circumstances:

- The student is currently under a term of expulsion or suspension by his or her school, until that term is over.
- A parent or guardian willingly and knowingly provided incorrect information on the enrollment application. This includes, but is not limited to, selecting the sibling preference group for an applicant who does not meet the legal definition of a sibling of a currently enrolled student, submitting an application for a student who does not reside in North Carolina, submitting an application for a child who is not yet old enough to be enrolled in Kindergarten.
- If a student has accepted enrollment at the school but does not appear at the school in the first two (2) days of school, the school will make reasonable attempts to contact the parents. If there is no response from the parent by the fifth (5<sup>th</sup>) day of school, River Mill Academy reserves the right to remove the student from their enrollment roster and offer a position to the next student on the waitlist.

**What if I apply after the application period closes?**

All applications received after 3:00 pm on February 9, 2024 will be time-stamped and added, in time-stamped order to the waitlist for the selected grade. They will not be included in the lottery drawing on February 16, 2024.

**How can I verify/check my application/results for the lottery or position on the waitlist?**

Registered *Lotterease* users can log into their accounts 24 hours a day, 7 days a week to check their student's status.