

Enrollment and Lottery Policy

Adopted: January 20, 2016

Revised: December 17, 2025



Purpose

Wallace Stegner Academy (the “School”) believes that it is important to conduct its lottery and the enrollment of students in a fair, consistent, and legal manner. This policy is intended to establish the guidelines for how these processes will be handled.

Policy

The School will follow applicable laws in connection with its lottery and the enrollment of students, including Utah Code § 53A-1a-506.5 and R277-472-5 regarding notifying prospective students and parents and enrolling students.

Application

Students will apply for admission to the School electronically or by completing a paper application provided by the School to be placed into an electronic database.

The applications of students that are not accepted will be purged prior to each new open enrollment period rather than carried over to the following year, so new applications must be submitted each year for students seeking admission to the School.

In order to determine how many spots will be available the following year, students who are enrolled in the School will be asked, prior to each open enrollment period, to indicate whether they intend to attend the School the following year. Currently enrolled students are not required to submit an application each year.

Lottery

In the event that more students apply during an enrollment period than there are available spots in any given grade, as determined by the Chief Executive Officer(s), students will be selected by a computer-generated random-draw lottery in accordance with state guidelines.

Open Enrollment

The School will begin accepting applications in approximately December of the prior year. The first lottery will be held in January of each year. Additional lotteries will be held as needed until the desired enrollment numbers are reached.

The open enrollment period will remain open and the School will continue to accept applications until all available spots have been filled. The School may, at the discretion

of the Chief Executive Officer(s), continue to enroll students from the lottery throughout the school year to fill spots that open when students withdraw.

The School will publicize on its website the dates of enrollment periods so that all interested parents will have an opportunity to submit an application for their student(s).

Preferential Enrollment

The School will offer preferential enrollment to certain categories of students as permitted under applicable law.

Preferential enrollment will first be given first to the children of any “founding members.” Founding Members are those individuals that have made a significant contribution to the establishment of the charter as determined by the board of directors. Founder status will not be conferred based on donations made to the School.

Preferential enrollment will next be given next to siblings of students that are already enrolled in the School.

Preferential enrollment will be given next to children of full-time employees (regularly working 30 hours or more per week) of the School.

Students enrolled under the first and third preferential categories will not exceed 5% of the School’s total enrollment in any year; therefore, founders may only be allowed to enroll one student using the founder preference.

No students will be given priority notice or guaranteed admission to the School. The School will not make enrollment decisions or give preference to any student on any basis prohibited by applicable law, including federal civil rights laws and IDEA 2004.