



Inspired to Create

4301 Raspe Ave
Baltimore, MD 21206-1913
www.cityneighbors.org

telephone: 410.325.CNCS (2627)
fax: 410.325.CITY (2489)
contact@cityneighbors.org

Information sheet for Enrollment At City Neighbors Charter School 2018-2019

Before you apply:

- City Neighbors Charter School will serve Kindergarten through the Eighth grade in 2018-2019.
- We strongly recommend that interested families attend an open house/informational session and school tour before completing an enrollment form. These sessions will be held prior to the enrollment form deadline. In order to accommodate working families, both evening and daytime sessions will be made available. Due to the volume of interest, we are not able to accommodate individual informational sessions and school tours.
- **Age requirements:** Kindergarten applicants must be five-years-old by September 1, 2018. For questions about early admission, please contact the school.

Open House/Tour Schedule
Thursday Dec 14th 6:30pm
Wednesday Jan 10th 9am
Thursday Jan 18th 6:30pm
Monday Jan 29th 9am
Tuesday Jan 30th 6:30pm
If school is closed, the open house is canceled. If school opens late, the morning open house is canceled.
Applications may be turned in at this time.

How you apply:

- To apply to City Neighbors Charter School, please complete and submit an application for **each child** you wish to enroll. Be sure to be complete, accurate and legible. Incomplete applications will not be processed. City Neighbors Charter School is not responsible for incorrect or inaccurate information. Applications can be picked up from the school or downloaded and printed out from the website www.cityneighbors.us
- Applications will be accepted in several ways:
 - Hand delivered or mailed, to the school "Attention: April Crosby" during regular business hours (8am – 3pm). The mailing address is 4301 Raspe Avenue, Baltimore, MD, 21206.
 - Applications can be faxed to 410-325-2489.
 - Scanned and emailed to applications@cityneighbors.org.
- Applications are accepted from **August 31, 2017 – February 2, 2018 at 3pm**. Applications received **after February 2nd will** be placed at the bottom of the wait list and not included in the lottery.
- **It is recommended you call to confirm receipt of your application.** City Neighbors is not responsible for lost, wrongly addressed, or damaged applications due to the USPS or electronic transmission.

After you apply:

- If the number of children intending to enroll in the City Neighbors Charter School exceeds the number of available spaces, students will be selected for admission by random lottery on a grade-by-grade basis, as required by Maryland law. Spaces will be offered in the order of the names drawn with the rest of the names creating the waiting list. If the number of applicants for a given grade does not exceed the number of available spaces, all applicants will be offered admission to the school in that grade.
- The lottery will be held **February 7th at 9am** with a snow date of February 14th. Families of children in the lottery are allowed to attend.
- An acceptance letter and registration form will be mailed to all accepted applicants by February 26, 2018. **This registration form must be returned and postmarked no later than April 23, 2018.** If we do not receive this written response postmarked by that date, we will offer the available slot to the next applicant on the wait list. A verbal acceptance is not sufficient and a space will not be held.
- **Wait list applicants** will be notified of their placement on the waiting list by February 26, 2018. The wait list does not carry over from year to year. Current wait list families must **re-apply** each school year.



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Enrollment Application School Year 2018-2019

City Neighbors Charter School will serve Kindergarten through the Eighth grade in 2018-2019.
Applications are due by February 2nd to be included in the lottery.

STUDENT INFORMATION

Please type or print clearly. We are not responsible for illegible or incorrect information:

Last name: _____

First name: _____ Middle Name: _____

Date of Birth: _____ () Male () Female

Applying for Grade: _____ Age on September 1, 2018* (for K only): _____

Kindergarten applicants must be five-years-old by September 1, 2018. For questions about early admission, please contact the school.

Current School: _____ Current Grade: _____

Baltimore City Schools Student ID# _____

FAMILY INFORMATION

Please type or print legibly. Incomplete applications will not be accepted.

Applicants must live in Baltimore City at the time this form is submitted.

Parent/Guardian Name: _____

Relationship to child: _____ Are you the legal guardian of the child? _____

Address: _____ Zip code: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ E-mail address: _____

Best means of contacting parent/guardian: (circle all that apply) Home Cell Work Email

CNCS does not distribute personal information and all information gathered will be used solely for school purposes.

Please give both first and last names of siblings applying to attend CNCS this school year (please fill out a separate and complete application for each sibling)**

NAME: _____ GRADE in 2018/2019: _____

NAME: _____ GRADE in 2018/2019: _____

**** Brothers and/or sisters who reside in the same household and share a common parent or are legally adopted or are the legal responsibility of the parent.**

HOW DID YOU LEARN ABOUT US?

Family Member: _____ Friend: _____ Coworker: _____ Website: _____ Other: _____

SIGNATURE

DATE

Statement of Educational Equality

The City Neighbors Charter School is committed to a policy of educational equality. Accordingly, the whole school admits students and conducts all educational programs, activities, and employment practices without regard to race, color, religion, gender, sexual orientation, national origin, marital status, ancestry, disabilities, or any other legally protected classification.

Baltimore City Public Schools does not discriminate on the basis of race, color, ancestry or national origin, religion, sex, sexual orientation, gender identity, gender expression, marital status, disability, veteran status, genetic information, or age in its programs and activities and provides equal access to the Boy Scouts of America and other designated youth groups.