



Application Information for Elementary Magnet Schools Felicitas Mendez International School, Mayo Demonstration Academy, Eisenhower International and Henry Zarrow International

Thank you for choosing Tulsa Public Schools for your family! This document is designed to give you an overview of the processes for student applications. You can find additional information on the Tulsa Public Schools website: tulsaschools.org/enrolltulsa.

Dates

Application Window	Jan. 4, 2023 – Feb. 12, 2023
Submit required documents for all schools	Jan. 4, 2023 – Feb. 12, 2023
Appeals for missing application or document submission deadlines must be submitted by:	February 24, 2023
Notification of matches and waitlist	March 31, 2023

- All applications must be submitted using the online application system. If the student is currently attending a Tulsa Public School or has attended in the past, it is very helpful to have their student TPS ID number (lunch number) for the application process. If you need more information about how to obtain your student’s ID number contact your current school or call the TPS Enrollment Center at 918-746-7500 or email: enroll@tulsaschools.org
- The district determines available spaces for transfers using capacity, forecast, and allocations.
- An electronic lottery matching process is used to select students for each grade level with space available using a quadrant-based system.
- Required documents are: A copy of the guardian’s state issued ID, guardian’s proof of residency and the student’s birth certificate and immunization records. **The enrollment team can assist you if you have special circumstances, please call us at 918-746-7500 or email us at enroll@tulsaschools.org for more information. Documents should be attached to the application. If the student is a current Tulsa Public Schools’ student a birth certificate is not needed.**
- All students may submit applications for up to six schools including neighborhood, charter, and magnet schools. It is important to rank your schools with the most desired school as your first choice and so on. You do not need to select six schools. If you want to remain at your current neighborhood, charter or magnet school you do not need to apply as you will have a guaranteed seat.
- PreK students may remain and will be automatically enrolled at their 2022-2023 school of enrollment without submitting an application.
- Applications are prioritized in the following order:
 1. Siblings of current students provided the sibling will still be enrolled at that school for the 23-24 school year. For detailed information about sibling preferences please review regulation 2206-R2.
- Students will be auto-accepted at their highest ranked matched school and placed on the waitlist for higher ranked non-matched schools.
- The principal discretion process is the only means by which admission is allowed for out-of-district

applicants unless there are no in-district students on any waitlist.

- Applications must be submitted online by the deadline to be eligible for consideration. The online system will notify you via email when the application has been submitted. If you do not have access to email or need assistance, please call 918-746-7500 or contact your nearest school.

Special Conditions:

Felicitas Mendez International School – the entry point is Prek and Kindergarten, quadrants are filled by 50% English and 50% Spanish speaking students

Mayo Demonstration Academy – the entry point is Prek

Eisenhower International – the entry point is Kindergarten

Henry Zarrow International - the entry point is Kindergarten

School tours are not required but are encouraged

Eisenhower and Henry Zarrow International both have PreK programs but these programs are not part of the magnet program and seats are filled using the same process as the neighborhood schools.