

Detroit Edison Public School Academy
Ralph C. Bland, Superintendent

2023-2024 Lottery Procedures

1. **In the event of oversubscribed grades, a manual lottery selection will be used to select students. All complete applications which include all required supporting documentation for grades that are not oversubscribed as of Friday, March 24, 2023 will be automatically enrolled.**
2. **Siblings of currently enrolled DEPSA students are given first priority for enrollment provided an application for admission has been completed with the required supporting documentation and received by the stated deadline, and there is space available in their grade level. However, admission is not guaranteed.**
3. **The Detroit Edison Public School Academy defines siblings as brothers and sisters living full time in the same household with a parent, grandparent, guardian or foster parent.**
4. **The lottery will be conducted manually. The names of applicants will be placed in a drawing, and pulled randomly by an administrator or designee for acceptance or waiting list status.**
5. **Once all student seats are filled for any given grade, the remainder of the applicants will be placed on an official waiting list for that grade in the order in which the name is drawn in the lottery. If the Academy receives a complete application with required attachments after the deadline, the applicant's name will be added to the end of the waiting list in the order in which the application is received.**
6. **Selection from the waiting list is completely based on space availability in the order received (based upon time and date).**
7. **Applicants will receive a confirmation letter by email/mail of acceptance or waiting list status.**
8. **Applicants will remain on the waiting list until the new application period. It is the parent's responsibility to notify the school of any address or phone numbers changes on the application. If applicants are still on a waiting list as of February 7th of the following year in which they have applied, they must resubmit an application for the following year no later than the deadline. While DEPSA would like to give priority to those applicants who have had their name on the waiting list for the previous year, the laws governing public school academies prohibit DEPSA from doing so.**
9. **Any parent or guardian who wishes to contest or appeal any aspect of the lottery selection process, may do so by writing to the Board of Directors, Detroit Edison Public School Academy, 1903 Wilkins, Detroit, Michigan 48207 Attn: Board Director President Rochelle Morton.**

Detroit Edison Public School Academy

“Hallmark of Excellence”

Ralph C. Bland, Superintendent

1903 Wilkins

Detroit, Michigan 48207

(313) 833-1100

I. Application and Enrollment Procedures and Deadline

The student application period will begin **Monday, February 27, 2023** and continue until **Friday, March 24, 2023**. Parents of students interested in applying for the 2023-2024 school year may obtain applications in the school’s main office and online. Application opportunities will also be offered at informational meetings.

- Application deadline date is **Friday, March 24, 2023**, however applications will be accepted until February 7, 2024 for the waitlist, if applicable.
- All information on the application must be completed with the required supporting documentation to be considered.
- Documentation of student’s date of birth, current school, current grade level and other required documentation **MUST** be attached to the application.
- Complete a separate application for each child you wish to enroll.
- Applications are to be postmarked or delivered by **3:00 p.m. Friday, March 31, 2023 to:**

Detroit Edison Public School Academy

1903 Wilkins

Detroit, Michigan 48207

c/o Registrar

(313) 833-1100

(313) 833-8653 (Fax)

III. Student Selection

- A. All applications will be reviewed for complete information upon receipt. Parents will be notified regarding any incomplete information on the application and asked to submit requested information.
- B. If the number of applicants exceeds the number of classroom spaces available, a manual selection lottery will be held. The **Registrar** will give **priority to siblings** of students enrolled in the Academy and to students who were enrolled in the Academy in the previous year. **Siblings are defined as sisters and brothers living full-time in the same household. However, enrollment is not guaranteed.**