



Student Application Timeline for Choice and Sending/Resident Districts for Enrollment in the 2024-2025 School Year

Document Name/Process	From	Received by	Deadline
<u>Student Notice of Intent to Participate</u> (Required for <i>all</i> choice applicants)	Parent or Guardian	Sending/Resident District	11/17/2023
Only for sending/resident districts with Commissioner-approved resolution limiting its students' participation in the choice program ¹ : Limiting district lottery date notification to parents	Sending/Resident District	Parent or Guardian	11/21/2023
Only for sending/resident districts with Commissioner-approved resolution limiting its students' participation in the choice program: Limiting district lottery held²	Sending/Resident district	N/A	11/22/2023-11/28/2023
Only for sending/resident districts with Commissioner-approved resolution limiting its students' participation in the choice program: Limiting district lottery results notification to parents For written notification to the parent that the student is eligible to participate in the school choice program or has been assigned a place on the waiting list.	Sending/Resident district	Parent or Guardian	11/30/2023
<u>Student application</u>	Parent or Guardian	Choice District	12/1/2023
District Application Data to Calculate FY2025 Choice Enrollment Maximum NJDOE data collection	Choice District	Department of Education	12/4/2023 thru 12/8/2023
<u>Confirmation of Student Enrollment</u> Submitted to resident/sending districts for verification as Tier 1	Choice District	Sending/Resident District	12/5/2023
Confirmation of Student Enrollment Verified as Tier 1 by Sending/Resident District	Sending/Resident District	Choice District	12/11/2023
Lottery if applicable; recommended dates	Choice District	N/A	12/12/2023 thru 12/18/2023
<u>Notice of Conditional Acceptance, Rejection, or Wait Listing³</u>	Choice District	Parent or Guardian	12/21/2023

¹ Pursuant to [N.J.A.C. 6A:12-4.1](#).

² Pursuant to [N.J.A.C. 6A:12-4.1](#)(d)1: If more students want to apply to a choice district than are allowed to participate due to the limiting resolution, a lottery will need to be held. If the sending/resident district gives preference to siblings of its resident students already enrolled in and attending the choice district and there are more sibling applicants than there are available spaces, then the sending district shall conduct a lottery first for the siblings only to determine the selection of students for participation and for placement on the waiting list.

Document Name/Process	From	Received by	Deadline
Student's Notice of Intent to Enroll in the Choice District	Parent or Guardian	Choice District	1/5/2024
Student's Notice of Intent to Enroll in the Choice District <i>(Districts send copy of each student's Intent form to their resident district)</i>	Choice District	Resident District	1/12/2024
FY25 Choice Enrollment Data Submission NJDOE data collection	Choice District	Department of Education	1/22/2024
Transportation Requests	Choice District	Resident District	3/15/2024
Student Registration with Choice District	Parent or Guardian	Choice District	Determined by Choice District

Late applications

Districts may accept late applications after the **December 1, 2023**, deadline *until October 14 of the enrollment year*, however, no new applicants can be enrolled above the district's approved maximum enrollment for FY2025. Late applicants can be considered for enrollment only *after* those who applied before the deadline.

If, after the NJDOE data submission deadline of Jan. 22, 2024, any accepted choice students decide to drop their acceptance, the district may replace them with students on the waitlist, including students who applied after the application deadline - provided late applicants are considered *after* those who applied before the deadline.

After the FY2025 Choice Enrollment Data Submission deadline, no additional choice seats can be added, with the following exception: Districts that accept a student with a NJDOE-approved waiver of the application deadline may enroll the student at any time and *may exceed the district's approved enrollment maximum*. A student who is granted a waiver will be given priority over any waitlisted students. Parents can request a waiver form by emailing [the Choice Program Office](#).

Tier 1 and 2 Definitions

Tier 1 students are students who are enrolled in a NJ public school in their resident school district during the time of application and for at least one full year immediately preceding enrollment in a choice district. If a student moved during the school year and attended the resident public school of their old district of residence, they are also considered Tier 1. Choice districts must first fill their available seats with Tier 1 students. If the number of Tier 1 applications exceeds the number of choice seats available, the choice district must hold a lottery to randomly select students. Charter school students are considered to be Tier 1. To qualify as Tier 1 for kindergarten, a student must be attending a preschool in their resident district, or a student *has a sibling attending the choice district in the current year and the sibling will continue to be enrolled in the following year*.

Tier 2 students include NJ residents who have **not** attended their resident public school for the entire year immediately prior to enrollment in the desired choice district and do **not** otherwise meet the requirements for Tier 1. This would include students who have been attending public school outside their districts of residence or private school. Tier 2 students also include students applying for kindergarten who are **not** attending their resident district preschool and do not have a sibling attending the choice district in the current year.

Choice districts are not obligated to accept Tier 2 students. If a choice district accepts Tier 2 applicants, they may do so only after the qualified Tier 1 applicants have been accepted. If the number of Tier 2 applications exceeds the number of choice seats available, the choice district must hold a Tier 2 lottery to select students.