

2024-2025



THE SCHOOL DISTRICT OF  
**South Orange  
& Maplewood**

## SOUTH ORANGE-MAPLEWOOD PRESCHOOL REGISTRATION



### **Eligibility Requirements:**

1. Be domiciled (a resident) in South Orange or Maplewood
2. Meet the cut-off age: 3 or 4 years of age by October 1, 2024.
3. Pre-register online, and provide copies of the supportive documents to complete enrollment. *(if homeless or in need of language assistance, please contact the Office of Registration for information)*

### **Steps for Enrollment:**

1. Complete and submit the online application available on the District's website under the tab "Registration." <https://www.somsd.k12.nj.us>.
2. Provide **full-page, legible copies** of the supportive documents listed on the [Enrollment Document Checklist](#).

Documents may be uploaded during the application process **OR** placed in an enclosed envelope (*with the student's name, enrolling grade, enrolling year, and parental information on the front*), in the Drop Box located at the Board of Education (525 Academy Street, Maplewood).

**Completed** documents must be received **on or before 3 p.m. Friday, February 9, 2024**.

*Incomplete, outdated, or truncated documents, as well as any documents received after the stated deadline, will be returned to the parent/guardian.*

Applicants will be submitted for the preschool lottery, **AFTER** the completion of above listed steps.

### **Attention Preschool Families:**

1. The dates set aside for preschool enrollment this year will be **Monday, January 22, 2024 - Friday, February 9, 2024, at 3 pm.**
2. Preschool applicants **must** complete both steps one and two of the enrollment process (*i.e. complete the 2024-2025 online enrollment application and provide the supportive documents by 3 pm, Friday, February 9, 2024*) by the deadline to be eligible for the lottery. Documents received prior to the opening of preschool enrollment or after 3 pm, February 9th, will be rejected or mailed back to applicants.
3. Preschool seating is extremely limited. Only families who have fully completed both steps of the enrollment process by the preschool registration deadline will be eligible to participate in the preschool lottery as placement in the program is determined by the lottery.
4. The deadline for completing both steps of the enrollment process will be, **3 pm on Friday, February 9, 2024**. No additional exceptions will be made.
5. For information regarding the preschool lottery, please visit the Preschool Department section of the District's website at: <https://www.somsd.k12.nj.us/district/preschool-program/>

### **Registration Drop Box**

South Orange-Maplewood Central Offices  
525 ACADEMY STREET, MAPLEWOOD, N.J. 07040

## **Preschool Lottery**

*The South Orange and Maplewood School District will be utilizing a lottery system to place eligible preschool applicants for the 2024-2025 school year. Only families who have fully **completed both steps of the enrollment process** will be eligible to participate in the lottery.* The enrollment process is not considered complete until an online application has been submitted and all necessary documents have been provided. Please be advised that the Preschool Department will be unable to confirm enrollment status. Once processed, an email will be sent from the Office of Registration confirming enrollment. Emails may be sent during the enrollment dates and up until two weeks after the deadline. This email will be a confirmation of your child(ren)'s eligibility for the lottery.

It is imperative that you include your email address when filling out the online registration form, as this is the only method of communication the Preschool Department utilizes when notifying families of acceptance and placement decisions. Currently, a date for the preschool lottery has yet to be established. However, once confirmed, the date will be posted on the District's website under the Preschool Department's tab. Families who have been selected to participate in the preschool program, via the lottery, will receive an email notification of their child's school assignment on or before August 15, 2024.