



DISTRICT OF COLUMBIA
PUBLIC SCHOOLS

Office of School Design and Continuous Improvement

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SY19-20 District of Columbia Public Schools Enrollment and Lottery Handbook

Submitted by: Student Enrollment, Office of School Design and Continuous Improvement

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About the District of Columbia Public Schools Enrollment and Lottery Handbook

The District of Columbia Public Schools (DCPS) Enrollment and Lottery Handbook outlines the rules, guidelines, procedures for admission, and enrollment in DC Public Schools for school year 2019-20. The Handbook provide guidance to families and schools on enrollment procedures and practices.

General Enrollment Questions

Contact the Enrollment Team

enroll@dc.gov or (202) 478-5738

Key Terms

Citywide School: A school that does not have a designated boundary and therefore cannot be claimed as an in-boundary/zoned school. Citywide schools can only be accessed through the lottery and do not provide guaranteed enrollment to any student/family. Students from across the District of Columbia must submit a My School DC lottery application to attend a citywide school. Students are not eligible to receive proximity preference at citywide schools.

- Review SY19-20 citywide schools on page 37.

Compulsory Grade(s): Grade(s) that students are required by law to attend. In the District of Columbia, students are required by law to attend school between the ages of 5 and 18, which corresponds to kindergarten through grade 12.

Dual Language Program: A program that provides some or all of its instruction in a language other than English.

- Review SY19-20 Dual Language programs on page 37.

Early Action Pre-Kindergarten Schools: Early Action Pre-Kindergarten (PK) guarantees access to in-boundary preschool (PK3) and prekindergarten (PK4) for all families. To secure an Early Action PK seat, in-boundary families must submit a My School DC lottery application online to their in-boundary school by the Friday, March 1, 11:59pm deadline. Families who submit a My School DC application by the deadline are guaranteed an Early Action PK match if they are not matched to any other school.

- Review SY19-20 Early Action PK schools on page 8.

Destination School (also Feeder Pattern School): A middle or high or education campus school that a student has a right to attend based on the student completing the terminal grade at an elementary or middle school during the previous school year.

- Review SY19-20 feeder patterns starting on page 33.

Guardian: A person who has been appointed legal guardian of a student by a court of competent jurisdiction, as stated in 5-A DCMR § 5099.

In-Boundary Preference: A lottery preference that only applies to DCPS preschool (PK3) and prekindergarten (PK4) at zoned schools. Zoned schools include all DCPS schools except citywide schools

and selective high schools. PK3 and PK4 applicants receive a lottery preference at their in-boundary DCPS school.

In-Boundary School (also Neighborhood or Zoned School): A school that a student has the right to attend based on a student's home address.

- To identify one's in-boundary school, go to <http://dcatlas.dcgis.dc.gov/schools/>.
- See page 30 for maps of the SY19-20 school boundaries by school level.

Lottery Preference: A special designation given to lottery applicants, depending on specific criteria. DCPS assigns lottery preferences and offers available spaces to students with preferences first.

- Review DCPS preference types on page 10.

My School DC Application: An online application that families must use to apply for DCPS preschool (PK3) and prekindergarten (PK4) programs, DCPS out-of-boundary schools (K-12), DCPS citywide schools, DCPS selective high schools (9-12), and all participating charter schools (PK3-12).

My School DC Lottery: A single, random lottery that determines placement for new students at all participating My School DC lottery schools.

My School DC Mid-Year Application: The application for students in grades PK3-12 who move into the District or who seek to transfer from their current school to another DC public school (DCPS or charter) during a given school year. The application is used to apply to all participating schools, except the student's in-boundary DCPS school. The mid-year application period extends from October 6 through March 23 during any given school year.

My School DC Post-Lottery Application: The application used to apply to participating schools if a family misses the lottery application deadlines for a given school year, or seeks to apply to additional schools.

Other Primary Caregiver: A person (not including a parent or legal custodian/guardian) who is the primary provider of care/support to a child with whom they reside. In these circumstances, the child's parent, custodian, or guardian is unable to care or support them.

Out-of-Boundary School: A school other than a student's in-boundary school.

Participating Lottery School: Any school (DCPS or charter school) that has agreed to be part of the My School DC common lottery. Most DCPS and DC public charter schools are participating lottery schools.

PK3 (also Preschool): An early childhood program that serves students who are at least three years old by September 30 of the school year they enroll.

PK4 (also Prekindergarten): An early childhood program that serves students who are at least four years old by September 30 of the school year they enroll.

Proximity Preference: A lottery preference provided to students who live greater than a half-mile walking distance from their zoned DCPS elementary school and apply to attend an out-of-boundary school that is a half-mile or less walking distance from their home. This preference only applies to

students enrolling in grades PK3-5. Proximity preference is not offered at citywide schools.

Residency Verification: A part of the annual enrollment process that requires parents, guardians, or other primary caregivers to provide proof that they reside in the District of Columbia each school year.

- Learn how to prove residency on page 17.

Right-to-Attend School: A DCPS school where students can enroll in grades K-12 and do not have to go through the lottery. There are two types of right-to-attend schools for DCPS K-12 students: in-boundary schools and feeder pattern schools.

Sibling: A child who has at least one parent or legal guardian in common with a current DCPS student and resides in the same household as the student, as stated in 5-E DCMR § 2199.

Sibling Preference: A lottery preference provided to students for placement at a school if their sibling is attending or will attend at their time of entry to the school.

- See page 11 for more information on the sibling preference.

Selective High School: A DCPS high school that admits students based on specific eligibility criteria and requires application for entry into the school. Students eligible to enroll in grades 9-12 can apply, but only those who meet a selective high school's requirements, which may be assessed through application review as well as a placement test, individual or group interview, and/or audition, will be eligible to attend.

- Review the eight DCPS selective high schools and programs and admissions requirements on page 36.

Specialized School or Program: A school or program that provides a substantially different education experience than other schools or programs in DCPS or the school that houses the program. Some specialized schools/programs may have eligibility criteria.

Students with Limited or Interrupted Formal Education (SLIFE): English Learner students that have experienced interrupted or very limited education in their native countries due to a lack of consistent access to school or academic programs.

Terminal Grade: The final grade that a school offers (e.g., grade 5 for elementary schools, grade 8 for K-8 education campuses and middle schools, and grade 12 for 6-12 education campuses and high schools).

Waitlist: A list that contains students interested in enrolling at a school, but who were not matched through the lottery process. When a space opens, the school offers the space to students on the waitlist in chronological order. The waitlist order is determined by the lottery except at DCPS selective high schools.

Zoned School: The in-boundary school for families that live within the defined school geographic residency boundary. This includes all DCPS schools, except citywide schools and selective high schools.

- See page 30 for maps of the SY19-20 school boundaries by school level.

In-Boundary K-12 Schools

DCPS is the local public school system of Washington, DC. All DCPS schools are free to DC residents. Every K-12 student who lives in Washington, DC, has at least one right-to-attend DCPS school — a school where he or she can enroll at any time. A right-to-attend school can be identified as a student's in-boundary school or feeder pattern school. Students do not need to apply to their right-to-attend school(s) for grades K-12.

Identify One's In-Boundary School

Visit: <http://dcatlas.dcgis.dc.gov/schools/>

Contact the Enrollment Team

enroll@dc.gov or (202) 478-5738

DC law requires students to attend school between the ages of 5 and 18, which corresponds to kindergarten through grade 12.¹

Where a PK-12 student has been attending an in-boundary school and then moves out of boundary (a transfer due to change of address)², the student has the right to attend their new in-boundary school. The student may also continue to attend the current school through the end of the school's terminal grade. After the terminal grade, the student has the right to attend the in-boundary school assigned for their next grade based on their home address and can apply to schools outside of the boundary via the My School DC lottery. For information on options where a student moves out of the District of Columbia, see page 28.

Current attendance boundaries and feeder patterns may be accessed via the DCPS website.³ Feeder patterns are subject to change each year.

- Review information on school boundaries on page 28.
- Review SY19-20 feeder patterns on page 33.

About the My School DC Lottery

The Office of the State Superintendent of Education (OSSE) oversees the My School DC lottery in collaboration with the Office of the Deputy Mayor for Education, DCPS, the Public Charter School Board, and participating charter schools. My School DC is governed by a board called the Common Lottery Board with representation from both DCPS and participating public charter schools. The My School DC lottery is a single, random lottery that determines placement for new students at all participating schools. Families can apply and rank up to 12 schools on one common application per student.

Learn More about My School DC

Visit: www.myschooldc.org

Contact the Enrollment Team

enroll@dc.gov or (202) 478-5738

A lottery application IS required to:

- Apply to attend as a preschool (PK3) or prekindergarten (PK4) student at any DCPS school not currently attended.
- Apply to attend grades K-12 at an out-of-boundary DCPS school not currently attended.

¹ D.C. Official Code § 38-202(a).

² 5-E DCMR 2105.

³ <https://dcps.dc.gov/boundaries>

- Apply to attend a DCPS citywide school not currently attended.
- Apply to attend a DCPS selective high school not currently attended.

A My School DC lottery application is NOT required to:

- Enroll in grades K-12 at an in-boundary or feeder DCPS school.
- Re-enroll at a current or feeder DCPS school.

Lottery applications may be submitted online via www.myschooldc.org. Lottery applications can also be completed via phone by calling the My School DC hotline at (202) 888-6336.

School Year 19-20 My School DC Lottery Application Timeline	
Monday, December 10, 2018	My School DC Application Opens
Friday, February 1, 2019, 11:59pm EST	Application Deadline (grades 9-12)
Friday, March 1, 2019, 11:59pm EST	Application Deadline (grades PK3-8)
Friday, March 29, 2019	Lottery Results Released
Wednesday, May 1, 2019	Enrollment Deadline

Preschool (PK3) and Prekindergarten (PK4)

DCPS places a strong value on early childhood education and strives to make seats in these grades available to as many children as possible in a fair and equitable way. However, because students are not required by law⁴ to attend preschool (PK3) or prekindergarten (PK4), students are only guaranteed seats in compulsory grades (K-12).

To enroll new 3- and 4-year-olds in school, families must apply through the My School DC lottery. Families may enroll children in PK3 if the child is at least 3 years old and in PK4 if the child is at least 4 years old, respectively, by September 30.⁵

Early Action PreK

Early Action is the only guaranteed PK in the city. Early Action PK guarantees access to PK3 and PK4 programs for all in-boundary families at designated Early Action PK schools. To secure an Early Action PK seat, in-boundary families must submit a My School DC lottery application by the Friday, March 1, 2019 11:59pm deadline. The Early Action school must be included as a choice on the application and the school can be ranked anywhere on the application. Families will receive an Early Action PK match at their in-boundary Early Action PK school if they are not matched to any other school ranked higher on their My School DC lottery application.

If the child is matched with the in-boundary school, the family must enroll the student by the lottery enrollment deadline (Wednesday, May 1, 2019), similar to all lottery matches. If a student is matched with a PK3 or PK4 seat at a school ranked higher than the in-boundary school, the student will no longer qualify for Early Action PK at the in-boundary school.

⁴ D.C. Official Code § 38-202(a).

⁵ 5-E DCMR § 2004.

SY19-20 Early Action PK for in-boundary families in PK3 and PK4 will be available at the following schools:

1. Aiton Elementary School (Ward 7)
2. Amidon-Bowen Elementary School (Ward 6)
3. Browne Education Campus (Ward 5)
4. Bunker Hill Elementary School (Ward 5)
5. Burroughs Elementary School (Ward 5)
6. Drew Elementary School (Ward 7)
7. King Elementary School (Ward 8)
8. Langley Elementary School (Ward 5)
9. Miner Elementary School (Ward 6)
10. Moten Elementary School (Ward 8)
11. Noyes Elementary School (Ward 5)
12. Stanton Elementary School (Ward 8)
13. Takoma Education Campus (Ward 4)
14. Thomson Elementary School (Ward 2)
15. Truesdell Education Campus (Ward 4)
16. Turner Elementary School (Ward 8)
17. Wheatley Education Campus (Ward 5)

Learn More about Early Action PK

Contact the Enrollment Team

enroll@dc.gov or (202) 478-5738

Out-of-Boundary Schools

For students eligible to enroll in grades K-12 who wish to gain access to an out-of-boundary school, families must apply through the My School DC lottery.

Citywide Schools

A citywide school is a school that does not have a boundary and therefore cannot be claimed as an in-boundary school. Students must submit a My School DC lottery application to attend a citywide school. Students are not eligible to receive proximity preferences at citywide schools.

- Review SY19-20 DCPS citywide schools on page 37.

Learn about DCPS School Options

Visit: <http://profiles.dcps.dc.gov/>

Contact the Enrollment Team

enroll@dc.gov or (202) 478-5738

Selective High Schools and Programs

DCPS has eight (8) selective high schools and programs that admit students based on specific admissions requirements and selection criteria. To be considered for admission to a selective high school or program, all students must submit a My School DC lottery application. Anyone can apply to these schools or programs, but only students who meet the school's requirements will be eligible to attend that school.

- Review the eight DCPS selective high schools and programs and corresponding admissions processes on page 36.

Students applying to one or more DCPS selective high schools or programs may be required to complete additional application components, including but not limited to:

- Current and previous report cards
- State standardized test scores
- Essay question(s)
- Recommendation letters
- Admission exam
- Individual, group or family interview(s)
- Audition(s)

Lottery Preferences

Students may have a lottery preference at one or more schools. Students with a preference at a particular school are offered space at that school before students who do not have a preference or, if waitlisted, receive a higher waitlist placement than students without a preference.

DCPS assigns lottery preferences to students in an effort to match students with schools in their neighborhoods and keep siblings together. The following preferences are extended to DCPS lottery applicants for SY19-20, if they meet specific criteria:

1. In-boundary preference (PK3/PK4 applicants only)
2. Sibling preference
3. Proximity preference

Note: Preferences do not apply to the selective high school/program admissions process and vary for citywide schools.

Learn about the Lottery Algorithm

[This video](#) explains how the algorithm works.

Contact My School DC

info.myschooldc@dc.gov or (202) 888-6336

Contact the Enrollment Team

enroll@dc.gov or (202) 478-5738

1. In-Boundary Preference (PK3/PK4 applicants only)

To provide families with a better chance of securing a PK3 and PK4 seat at their in-boundary school, families who apply for a PK3 or PK4 seat are provided with an in-boundary preference at their in-boundary school through the My School DC lottery.

Identify One's In-Boundary School

Visit <http://dcatlas.dcgis.dc.gov/schools/>

Contact the Enrollment Team

enroll@dc.gov or (202) 478-5738

Note: In-boundary preference does not apply to the citywide PK3/PK4 programs at Capitol Hill Montessori at Logan, Dorothy Height, Excel Academy, and School-Within-School @ Goding. Families who are in-boundary for a school that is offering Early Action PK enrollment will be guaranteed a seat at their in-boundary school if they follow the guidelines listed in the Early Action PK section on page 8.

How to Claim: No action is needed. This preference is automatically applied to a My School DC lottery application based on home address. A family's in-boundary home address is verified at the school level

at the time of enrollment as part of the DC residency verification process. Families unable to verify DC residence within the school's boundary zone at the time of enrollment will forfeit the preference and will have their offer removed. They will be placed back on the school's waitlist without the in-boundary preference.

2. Sibling Preferences

Enrolling siblings together at a school is beneficial to students, families and schools. As such, DCPS provides a sibling preference through the My School DC lottery. Only students with a sibling who currently attends a DCPS school and will attend the school for the upcoming school year, or has also received a match to the same school for the upcoming school year, will receive sibling preference. There are two types of sibling preference as described below.

Sibling-Attending Preference

Sibling-attending preference is provided to students who, at the time of enrollment, have a sibling currently attending the DCPS school listed on the student's My School DC application and who will continue attending during the school year for which the applicant is applying. The purpose of this preference is to keep siblings together in the same building. Therefore, the attending sibling cannot be in a terminal grade at the time of the student's application. In-boundary families who will enroll a student in a compulsory grade in the upcoming school year can claim a sibling-attending preference for a sibling applying to the school in a non-compulsory grade (PK3 or PK4).

Example 1: If John is currently enrolled in 3rd grade at Patterson ES and plans to return to that school for 4th grade, then his sibling is eligible to receive a sibling-attending preference at Patterson ES through the lottery for the following school year.

Example 2: If John is a new student who has a right to attend Patterson ES because he lives in-boundary for a compulsory grade, then his PK3/PK4 sibling is eligible to receive a sibling-attending preference at Patterson ES through the lottery for the following school year.

Example 3: If John is currently enrolled in 5th grade at Patterson ES and will be attending another school for 6th grade the following school year, his sibling is NOT eligible to receive a sibling-attending preference through the lottery for the following school year.

Please note that if the attending student does not re-enroll for the following school year, the sibling who received a sibling attending preference will have their match, waitlist offer, or enrollment revoked. In these cases, the applicant will be placed back on the school's waitlist without the sibling preference.

How to Claim: On step 1 of the application, under Sibling Preference Information, select "Yes" to the question "Does the student have any siblings attending a DCPS and/or Charter School?" and enter in the attending sibling's information. If you have more than one child attending a DCPS school be sure to add in each additional child's information by clicking on the "Add Sibling" link at the bottom of the

Obtain Student ID Numbers

Contact: The school of the sibling.

Contact the Enrollment Team

enroll@dc.gov or (202) 478-5738

Contact My School DC

(202) 888-6336 or info.myschooldc@dc.gov

page. For current students, the sibling's DCPS student ID number must also be provided. If the student will attend and does not currently have a student ID number, input "0000000" (seven 0's) as the student ID number – this option is only available to families planning on enrolling an in-boundary student. Confirm with the school's registrar, or within the application itself using the preference status page, that this preference has been applied prior to the lottery. After the lottery, these preferences are applied only when the older sibling is enrolled.

Sibling-Offered Preference

Sibling-offered preference is provided to students whose siblings are matched to a school through the My School DC lottery.

Example: If John and his sibling submit a My School DC lottery application for the same schools and John is matched to a school through the My School DC lottery, a sibling-offered preference is automatically applied to his sibling's My School DC lottery application.

How to Claim: No action is needed as long as siblings' My School DC applications are submitted through the same My School DC family account. This preference is automatically applied through the My School DC lottery matching process. If the sibling who was offered a space at the school does not enroll, the "sibling offered" preference will be removed for all siblings that applied to that same school. This may result in the siblings losing their match or moving down on the waitlist at that school. The siblings will remain on the school's waitlist but will be assigned a new waitlist position based on their random lottery number and any other preference for which they qualified.

Special Application of Sibling Preference

Capitol Hill Cluster Schools (Peabody ES, Watkins ES and Stuart-Hobson MS)

For the purposes of the lottery, a student with a sibling who will or does attend any of the Capitol Hill Cluster schools is eligible for a sibling preference at any of the schools in the Cluster.

Dual Language Schools/Programs

Dual language schools/programs place additional emphasis on sibling preference because of the value of in-home exposure to language acquisition. As such, in the case of PK3/PK4 applicants, a sibling preference is weighted more heavily than an in-boundary preference at these schools/programs.

- See page 37 for a list of dual language schools/programs.
- See page 16 for a chart of waitlist order preference for dual language schools/programs.

Schools with Multiple Tracks

For students who are enrolled in a DCPS school with both a traditional *and* a Dual Language or Montessori track (Cleveland ES, Marie Reed ES, Langdon ES, MacFarland MS, Nalle ES, Powell ES, Tyler ES, or Roosevelt HS), the sibling is eligible to receive sibling-attending preference in either the traditional or Dual language/Montessori program at that school.

Selective High Schools and Programs

- Sibling preference is not recognized at selective high schools.
- Sibling preference is not recognized between non-selective schools and associated selective high schools, namely Columbia Heights Education Campus, McKinley Technology High School, and School Without Walls High School. For example, when a student attends McKinley Technology

High School, their sibling does not receive a lottery preference for McKinley Middle School (the associated school) and vice versa.

- See page 36 for a list of selective high schools and programs.

Verification of Sibling Preference

Validity of sibling preference will be verified by the school in cooperation with DCPS Central Office.

If a sibling preference is found to not be valid *before* the release of My School DC lottery results, the preference will be removed from the lottery application, and the family will be notified by email (if one was provided in their My School DC application) or phone call from the school (only if no email is provided in their My School DC application). If a sibling preference is found to not be valid *after* the release of My School DC lottery results, the student will be placed on the school's waitlist without the sibling preference. Additionally, if the attending student does not re-enroll for the following school year the applying sibling must forfeit the sibling attending preference, and will have their match, waitlist offer, or enrollment removed. In these cases, the applicant will be placed back on the school's waitlist without the sibling preference.

Verify Sibling Preference

Contact the Enrollment Team

enroll@dc.gov or (202) 478-5738

Contact My School DC

info.myschooldc@dc.gov or (202) 888-6336

3. Proximity Preference

To minimize the burden of travel to schools for families, DCPS provides a proximity preference through the My School DC lottery. Families with children in PK3-grade 5 who have been zoned for a DCPS school that is more than a half-mile walking distance from their home are eligible for this preference. These families receive a proximity preference in the lottery at all DCPS zoned elementary schools that are less than a half-mile walking distance from their home. The following citywide schools do not apply proximity preference: Capitol Hill Montessori @ Logan, Dorothy Height, Excel Academy, and School-Within-School @ Goding.

Determine Proximity Preference Eligibility

Contact the Enrollment Team

enroll@dc.gov or (202) 478-5738

How to Claim: No action is needed beyond ranking that school in your lottery application. This preference is automatically applied to a My School DC lottery application based on home address and grade level (PK3-grade 5). Eligibility for proximity preference is calculated by the Office of the Chief Technology Office (OCTO) using GIS technology which calculates the walking distance from the address entered to the surrounding schools. Note that GIS technology sometimes differs from Google Maps.

Preference Change

Families who become newly eligible for a preference or who failed to include an eligible preference on their My School DC lottery application may still be able to claim their preference after the release of lottery results.

How to Claim: A family should provide documentation to the school to verify the preference change. Once verified, the school will work with the DCPS Central Office and My School DC to add the preference to the lottery application. My School DC will place the applicant in the appropriate order on the waitlist, based on the random lottery number and the added preference.

Lottery Results

The My School DC lottery is a single, random lottery that aims to match students with their preferred schools, while also taking lottery preferences into account. While families can apply and rank up to 12 schools, the lottery can match students with no more than one school.

On Friday, March 29, 2019, the My School DC lottery results will become available. Families can receive lottery results by logging in to their My School DC family account. Families will also receive their lottery results by email and a letter from My School DC will be mailed to the address listed on the application. Expect to receive a separate letter for each child's application. Families can also learn results by calling the My School DC Hotline at (202) 888-6336, Monday through Friday, from 8:00am-5:00pm beginning March 29, 2019.

My School DC lottery results have three possible outcomes:

1. Match with school ranked first, not waitlisted at any other ranked schools.
2. Match with school NOT ranked first, waitlisted at all schools ranked higher than match.
3. No match, waitlisted at all ranked schools.

Note: Selective high schools have additional possible outcomes.

Students Matched with School Ranked First

Students matched with their first-ranked school will not be waitlisted at any other ranked school. In order to secure their lottery seat, families must enroll their student at the matched school by the enrollment deadline of Wednesday, May 1, 2019. If a student is matched and not enrolled in the matched school by the enrollment deadline of Wednesday, May 1, 2019, the school is not obligated to provide the seat to that student.

Post-Lottery Applications

Should a student forego a lottery-matched seat at a first-ranked school, they may enroll at their DCPS in-boundary school in compulsory grades (K-12). Families may also fill out a post-lottery application. Post-lottery applications are submitted if families or students miss the lottery application deadlines or would like to apply to additional schools.

Students Matched with School NOT Ranked First

Students matched with a school that was not ranked first in their lottery application will be waitlisted at all schools ranked higher than their match. Students will not be waitlisted at any school ranked lower than the matched school.

Note: This does not apply to selective high schools.

Families who are matched are encouraged to enroll at their matched school by the enrollment deadline of Wednesday, May 1, 2019, even if it is not their first choice, to avoid losing that seat. Enrolling at the matched school does not jeopardize waitlist spots at the other schools. After families enroll at a

matched school, they may later enroll at a different school if called from a waitlist, removing them from their currently enrolled school.

Students NOT Matched

Students not matched with any school have the right to stay at their current school or enroll in their right-to-attend school (K-12). Students not matched will also be waitlisted at all schools ranked on their lottery application. In addition, they will have the option to apply to additional schools after the lottery results are released on Friday, March 29, 2019 via a My School DC Post-Lottery application:

<http://www.myschooldc.org/postlotto>.

- Review the full list of possible lottery results and status definitions:
<http://www.myschooldc.org/faq/lottery-results-and-status-definitions>

Lottery Results for Selective High Schools

To be considered for admission to a selective high school, a My School DC lottery application must be submitted; however, admission is based on specific admissions requirements and selection criteria. If a student does not meet a selective high school's eligibility requirements, the student will not be matched nor waitlisted for that school.

- See the admissions chart on page 36.

Waitlist

Waitlists reflect the order in which students would be enrolled at a school if seats become available. The order of waitlists at DCPS schools is based on lottery preference and application period (lottery or post lottery). Lottery applicants are placed on the waitlist using their random lottery number and post-lottery applicants are placed on the waitlist in order of submission date.

Waitlisted students at DCPS schools are grouped by preference:

- Students within the same preference group are ordered according to the time period in which they applied (i.e., Lottery or Post Lottery).
- Students within the same preference group who applied in the lottery are ordered according to their random lottery number.
- Students who apply post-lottery (after Friday, February 1, 2019 for grades 9-12 and after Friday, March 1, 2019 for grades PK3-8) are added to the end of the appropriate preference group in order of application submission time and date.

Note: There are circumstances in which students may be moved down on a waitlist due to application circumstances that qualify other applicants for a higher preference category. Learn more:

<http://www.myschooldc.org/faq/faqs#lottery>

How to Claim: If seats become available, school staff will contact families on the waitlist and in waitlist order via email and phone. They will also receive an automatic email notification from My School DC if

they provided an email address on their application. Families will be notified of the deadline by which they must enroll to secure their lottery seat. If a family is unresponsive or does not complete the enrollment process by the specified deadline, the lottery seat offer may be withdrawn and the school may move on to the next student on the waitlist to fill the seat. Families who hope to be called off of a waitlist and extended an offer should verify their contact information is correct on their My School DC application, as that is the source for the school's calls.

In order to accept a lottery seat, a family must submit enrollment paperwork to the school, including DC residency verification. See page 18 for information about lottery enrollment.

The typical deadline to accept a waitlist offer is five business days after notification. Schools have the flexibility to increase or decrease that timeline which can grow shorter closer to the start of school and once school is in session. Families should work directly with the school if they need additional time. In the rare case in which a family is given 24-hours notice to accept a waitlist offer, families will receive an email and phone call from the school.

Waitlist Order by Preference for Schools/Programs

Lottery	Post-Lottery
1. In boundary (IB) applicant with a sibling attending (PK only)	1. IB applicant with a sibling attending (PK only)
2. IB applicant with a sibling-offered (PK only)	2. IB applicant with a sibling offered (PK only)
3. IB applicant (with no sibling) (PK only)	3. IB applicant (with no sibling) (PK only)
4. Out of boundary (OOB) applicant with a sibling attending	4. OOB applicant with a sibling attending
5. OOB applicant with a sibling offered	5. OOB applicant with a sibling offered
6. Proximity Preference	6. Proximity Preference
7. OOB applicant (with no other preference)	7. OOB applicant (with no other preference)

Waitlist Order for Dual Language Schools/Programs

For dual language schools/programs, preferences in PK3 and PK4 are ordered differently in that sibling preference is prioritized before in-boundary preference.

Lottery	Post-Lottery
1. In boundary (IB) applicant with a sibling attending (PK only)	1. IB applicant with a sibling attending (PK only)

2. IB applicant with a sibling-offered (PK only)	2. IB applicant with a sibling-offered (PK only)
3. Out of boundary (OOB) applicant with a sibling attending (PK only)	3. OOB applicant with a sibling attending (PK only)
4. OOB applicant with a sibling offered	4. OOB applicant with a sibling offered
5. IB applicant (with no sibling)	5. IB applicant (with no sibling)
6. Proximity Preference	6. Proximity Preference
7. OOB applicant (with no other preference)	7. OOB applicant (with no other preference)

Enrollment

DC law requires students to attend school between the ages of 5 and 18, which corresponds to kindergarten through grade 12.⁶

To complete enrollment in an in-boundary neighborhood school (K-12), families must submit a completed enrollment packet to the school demonstrating that the student seeking enrollment meets all eligibility requirements, as determined by OSSE, including DC residency.⁷

- Download the DCPS enrollment packet: <http://EnrollDCPS.dc.gov>

Lottery Enrollment

If you're not enrolling in your in-boundary school in K-12, re-enrolling in your current school, or enrolling via a formal placement process (see page 26 for more information on formal student placements), you must be matched through the My School DC lottery. To enroll in a lottery-matched school, a family must submit required enrollment forms and verify DC residency by the lottery enrollment deadline (Wednesday, May 1, 2019). After the lottery enrollment deadline, schools are not obligated to enroll lottery-matched students and will begin to offer remaining seats to students on their waitlist.

In addition to enrollment documents, a student who obtains a seat through the lottery must provide a My School DC lottery enrollment form to the new school. By signing this form and/or enrolling into a lottery-matched school, a family acknowledges they are giving up the student's rights to his or her current school for the upcoming school year and the current school's feeder pattern, if the student's current school is not an in-boundary school. However, a student maintains the right to attend an in-boundary school in grades K-12 at all times.

⁶ D.C. Official Code § 38-202(a).

⁷ 5-E DCMR § 2000.1

DC Residency Verification Guidelines

Every family in DCPS must prove DC residency annually as part of the enrollment process.⁸ Families who obtain a seat through the lottery must fully complete the enrollment process, including the DC residency verification process, in order to claim their seat.

- Review DC Residency Verification Guidelines via <http://enrolldcps.dc.gov/node/71>.

Families called from the waitlist will be expected to prove DC residency by a specified enrollment deadline. New or relocating families that will not be able to prove DC residency by the enrollment deadline should contact their matched school or contact the Enrollment Team at (202) 478-5738 or enroll@dc.gov.

Pursuant to D.C. Official Code § 38-309, in order to verify DC residency, a family may provide **ONE** of the following documents in the name of the parent, legal guardian, or other primary caregiver who is enrolling the student:

Item	Documentation Must Have
1. A pay stub	<ul style="list-style-type: none"> A. Issue date within the past 45 days; and B. Same name and address as enrolling person identified on DCRV Form 1; and C. Withholding of only DC taxes for current tax year should have a dollar amount greater than zero.
2. Proof of financial assistance from the DC Government, in the form of: <ul style="list-style-type: none"> A. TANF verification of income notice or recertification approval letter B. Medicaid approval or recent letter C. Housing Assistance Programs including HUD federal housing program D. SNAP E. Supplemental Security Income (SSI) F. Energy Assistance Programs (LIHEAP) G. State Child Health Insurance Program 	<ul style="list-style-type: none"> A. Issue date within the past 12 months; and B. Same name and address as enrolling person identified on the DCRV Form 1.
5. Certified copy of D-40 from Office of Tax and Revenue	<ul style="list-style-type: none"> A. Same name and address as enrolling person identified on DCRV; and B. 2018 D40 or D40EZ; and C. Certified by the DC Office of Tax and Revenue (bearing stamp).
6. Verification Letter and Military Housing Orders; or DEERS Statement	<ul style="list-style-type: none"> A. Same name and address as enrolling person identified on DCRV Form 1.

⁸ D.C. Official Code § 38-306.

7. An embassy letter	A. Issue date within the past 12 months; and B. Same name and address as enrolling person identified on DCRV Form 1; and C. Official seal; and D. Statement indicating that person enrolling the student will live on embassy property in DC with the DC address during the relevant school year.
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Or **TWO** of the following documents in the name of the parent, legal guardian, or other primary caregiver who is enrolling the student:

Item	Documentation Must Have
1. Unexpired DC motor vehicle registration	A. Same name and address as enrolling person identified on DCRV Form 1; and B. Motor Vehicle registration issued by the District of Columbia only.
2. Unexpired lease or rental agreement (if lease is expired the expired lease plus a rent continuation notice will suffice)	A. Same name and address as enrolling person identified on DCRV Form 1; and B. Separate receipt of a payment or canceled check indicating payment of rent within past 2 months.
3. Unexpired DC motor vehicle operator's permit or non-driver's identification. Unexpired DC temporary ID is acceptable.	A. Same name and address as enrolling person identified on DCRV Form 1.
4. One utility bill (only gas, electric and water bills may be used)	A. Same name and address as enrolling person identified on DCRV Form 1; and B. A separate receipt of payment or cancelled checks indicating payment for the utility bill within the past two months.

Families can also request and opt-in to a home visit to validate DC residency. Learn more via <https://osse.dc.gov/publication/home-visitation-forms>.

Homeless or displaced families in the District of Columbia may be exempt from certain requirements as provided in the McKinney-Vento Act of 2001.⁹ Students that are Wards of the District and living in foster care or other District-assigned placement should provide the school with their Ward of the District letter as proof of DC residency.

- For more information on enrollment for students experiencing homelessness see page 24.

⁹ McKinney-Vento ensures that the educational rights of children experiencing homelessness, or awaiting placement in foster care, are protected. See 42 U.S.C. § 11301 *et seq.*

Proving residency in the District of Columbia is a threshold requirement for tuition-free attendance in the District's public school system. DCPS has ultimate discretion in determining whether a student has sufficiently proven DC residency. If DCPS determines that a student is unable to sufficiently prove residency in the District of Columbia, the student will be excluded from attending DCPS tuition-free. If the student wants another opportunity to prove residency after a non-residency determination, they may seek a reconsideration of the initial decision, but enrollment will not be allowed until the following semester. However, DCPS will consider allowing for enrollment in the current semester on a case-by-case basis, depending on the circumstances particular to that student (e.g. whether DCPS is obligated to provide special education services to the student). If a student has been excluded from DCPS based on insufficient proof of District residency, a home visit must be conducted to prove District residency moving forward. In addition, DCPS will refer any suspicions regarding DC residency to the OSSE residency fraud investigation unit.

- Learn more about attending DC Public Schools as a non-DC resident on page 28.

Investigation and Residency Fraud

Effective June 1, 2017, all DCPS residency fraud investigations are handled by the DC Office of the State Superintendent of Education (OSSE), which has established a hotline to receive tips and information regarding possible District of Columbia residency fraud (see below for hotline information).

DCPS takes DC residency fraud extremely seriously. Any suspicions of residency fraud by DCPS school staff and administrators, families, and other concerned citizens should be immediately reported to OSSE. To report allegations of residency fraud to OSSE and request a residency investigation:

- Call the Student Residency Fraud Prevention Hotline at (202) 719-6500; or
- [Submit student residency fraud tips online.](#)

School Health Requirements

Students in all grades are required to submit a Universal Health Certificate and an Oral Health Assessment annually. The Universal Health Certificate should be completed by the student's physician or nurse

practitioner to document all immunizations, needed screenings, and a physical exam performed within 365 days from the start of school. The Oral Health Assessment should be completed by the student's dentist to document the most recent visit to the dentist and identify any additional oral health services a student might need. These forms should be submitted at the time of enrollment and no later than the first day of school unless current forms (i.e. documenting visits that occurred within 365 days from the start of the upcoming school year) are already on file with the student's school. The Universal Health Certificate and Oral Health Assessment forms are included in the DCPS enrollment packet found at <http://EnrollDCPS.dc.gov> or can be picked up from the school nurse.

School Mental Health Questions

Contact the Division of Student Wellness
(202) 442-5471 or
schoolmentalhealth@dc.gov

Although not required for enrollment, families must turn in additional paperwork, completed by a medical provider, for students requiring medications, medical treatments, or additional care while at school. More information is available at <https://dcps.dc.gov/node/1003562> or from the school nurse.

For questions about school health requirements or meeting student health needs at school, please contact (202) 719-6555 or healthservices.dcps@dc.gov, or talk to the school nurse.

Food and Nutrition

Breakfast, Fresh Fruit and Vegetable Program (FFVP), afterschool snack, and supper are universally free for DCPS students and available in many schools, where programs are applicable. For lunch, to determine the free and reduced status, please visit <https://dcps.dc.gov/page/meal-prices-and-payment>.

School Food and Nutrition Questions
(202) 299-2159 or food.dcps@dc.gov

Dual Language Program Enrollment Policies

Language Dominance (PK3-1 Grades)

To support dual language learning in grades PK3-1, many schools strive to create linguistically balanced classrooms. As such, schools request that applicants identify as “English-dominant” or “Spanish-dominant” on their lottery application. Language-dominance is defined as the primary language of communication for the applying student.

After the release of lottery results and prior to enrollment, schools may require students claiming Spanish dominant to be assessed for language proficiency. If the student does not pass the assessment, he or she may be required to forfeit their match in that school's dual language program. In these cases, the applicant will be placed on the school's non-Spanish dominant waitlist.

Spanish Proficiency Screening (2-12 Grades)

In grades 2-12, students who attend dual language programs are expected to learn grade-level content in Spanish. If the applicant is not currently enrolled in a DCPS or DC public charter school dual language program, he or she will be required to take a Spanish-proficiency test. Testing occurs after lottery matches are released, at the school to which the student was matched. If the student does not pass the assessment, he or she may be required to forfeit their match in that school's dual language program. In these cases, at the parent's request, the applicant will be placed back on the waitlist of all schools where the student was “not waitlisted.” This request must be made to My School DC by the parent and can only be made once the family has failed the proficiency test.

Note: If one school finds the student does not meet the language requirements, the student is ineligible for ALL DCPS dual language programs in that grade, if applicable.

Non-Dual Language Alternatives (K-8 Grades)

For families of compulsory-age students whose in-boundary school is a dual language school without an English-only program option, and where the family does not wish to participate in the dual language program, DCPS provides an alternative option for enrollment. Non-dual language alternative schools do not apply to PK3, PK4, or out-of-boundary students.

Dual Language Program (Grades without English-Only Option)	Non-Dual Language Alternative (Grades Offered at School)
Bancroft Elementary School (PK3-5)	Tubman Elementary School (PK3-5)

Bruce-Monroe Elementary School (PK3-5)	Raymond Education Campus (PK3-8)
Columbia Heights Education Campus (6-8)	Cardozo Education Campus (6-8)
Houston Elementary School (PK3-K, dual language program growing grade by grade)	Burrville Elementary School (PK3-5)
Oyster-Adams Bilingual School (PK4-8)	School Without Walls at Francis-Stevens (PK4-8)
Powell Elementary School (PK3-3, English-only program phasing out grade by grade)	Dorothy Height Elementary School (PK3-5)

- See page 37 for a full list of dual language schools and programs.

If an in-boundary student is not Spanish proficient in grades 2-5 and the family chooses to enroll the student in the dual language program and forego the non-dual language alternative school option, the parent must sign a consent waiver

acknowledging that they are enrolling their child in

a dual language program without the necessary Spanish language proficiency and are aware of the potential academic challenges that the student may face.

Student Placement Office

3535 V Street, NE

Washington, DC 20018

(202) 939-2004 or student.placement@dc.gov

Non-Dual Language Alternatives for PK3 and PK4

For families of PK3 and PK4 students whose in-boundary school is a dual language school without an English-only program option, and where the family does not wish to participate in the dual language program, the family should apply for a seat in the non-dual language alternative school through the My School DC Lottery. The student may claim sibling preference if they will have a sibling attending the non-dual language alternative school at the time of their enrollment. DCPS does not guarantee a non-dual language alternative to students enrolling in non-compulsory grades (PK3 and PK4). Students who apply to the alternative school do not receive in-boundary preference at that school.

Montessori School Enrollment Policies

Families who apply for DCPS Montessori programs are encouraged but not required to have previous Montessori experience. Families who enroll in DCPS Montessori programs but do not have previous Montessori experience may be expected to participate in a school visit and interview, as determined by the school with the Montessori program.

- See page 37 for a list of Montessori schools, programs, and feeder patterns.

Athletic Student Enrollment

Participation in DCPS student athletics is contingent upon successful enrollment into a DCPS program. Until the student completes enrollment into the school, which includes sufficiently proving DC residency, the student cannot participate in the school's athletic programs. Not adhering to DCPS enrollment policies will result in a student being declared ineligible to participate in interscholastic athletics and the school forfeiting all contests during which an ineligible student participates.

Withdrawals

Compulsory-education aged students may only be withdrawn from DCPS upon request of the parent/guardian who enrolled the student. In order to be withdrawn, DCPS must be provided valid confirmation of the student's enrollment into another school or confirmation that an exception to the

compulsory education rule applies to the student. Additionally, student information will not be released to the receiving school or unauthorized individuals until documentation required for the withdrawal is completed. Students who leave or stop attending school without providing confirmation of enrollment at another school or confirmation that an exception to the compulsory education rule applies to the student will be subject to truancy protocols and processing until confirmation is received. However, adult students may withdraw themselves from DCPS at any time and such students are not subject to the truancy and compulsory education requirements explained above.

Students with Special Enrollment Circumstances

Special Education

DCPS aspires to be a model district for special education. A child with a disability is eligible for special education and related services through the end of the semester the child turns twenty-two (22). DCPS' goal is to provide high quality inclusion and special education services, and to dramatically improve academic outcomes for students with disabilities.

The My School DC lottery process is available to all DC residents. No student shall be denied admission into DCPS because of disabilities or suspected disabilities. A student's IEP status is not collected during the lottery application process. Lottery applicants should not and are not required to provide IEP status information to schools to which they are applying in the My School DC lottery.

IEP status information is not a factor in determining if a student can enroll in a DCPS school. DCPS will only collect a student's IEP status once the enrollment process is completed. To ensure that a lottery-match school can accommodate their child's IEP, after completion of enrollment the parent can discuss with school leadership the programming at the school and needs of the student as outlined in their IEP. A parent may also contact the Division of Specialized Instruction, which will make every effort to accommodate enrollment at the school enrolled through the lottery process.

For a child that requires *less than 20 hours* of specialized instruction outside of the general education setting, as outlined on the child's Individualized Education Program (IEP), all DCPS schools including selective high schools will be able to meet the child's IEP goals and accommodations.

For a child that requires *20 or more hours* of specialized instruction outside of the general education setting, most DCPS schools offer specialized academic programs. However, seats in the programs are limited to ensure a low student to teacher ratio. Parents are strongly encouraged to contact the Division of Specialized Instruction to determine if their school of choice can accommodate their child's IEP goals and accommodations.

Special Education Questions

Contact the Division of Specialized Instruction
(202) 442-9929 or dcps.specialed@dc.gov

The lottery outcome does not necessarily guarantee a seat for a student at the school in which they received an offer from with an IEP that requires 20 or more hours of specialized instruction outside of the general education setting. If the enrolled school cannot implement the IEP, the Division of Specialized Instruction must offer the parent a school the student may attend that can implement the IEP.

Newly Identified Special Education-Eligible PK3 and PK4 Students (Early Stages)

Children who have been newly found eligible for special education and have a new IEP developed will be offered a seat in a school, if either (1) they are not already enrolled or (2) their current DCPS school cannot implement the IEP. This process occurs outside of the My School DC lottery. Whenever possible, the seat offered will be in the child's neighborhood school. If a seat is not available in the neighborhood school, the seat offered will be in the school next closest to the family's home where a seat is available and at which the IEP can be implemented. If the family accepts the seat offered by the Early Stages process, then they will be removed from the My School DC lottery waitlist where they are enrolled.

Early Stages Questions

(202) 698-8037 or referrals@earlystagesdc.org

Section 504 Program

Section 504 is part of the federal Rehabilitation Act of 1973, created to prevent discrimination against individuals with disabilities in

services, programs, and activities that receive federal funds. 504 Plans provide accommodations and related services to eligible students with disabilities so that they can access the general education curriculum, opportunities for learning, and school activities to the same extent as their non-disabled peers.

Section 504 Questions

Contact the Section 504 and Student Accommodations Team

(202) 442-5471 or 504@dc.gov

Visit: <https://dcps.dc.gov/page/section-504>

Every DCPS school has a 504 coordinator, designated by the school principal. The 504 coordinator serves as the school's main point of contact for questions from students, parents, and school staff regarding accommodations and services under Section 504. Upon enrolling in a DCPS school, families should reach out to the school's 504 coordinator if they believe that their student may qualify to receive any accommodations or services through a 504 Plan.

Homelessness

The McKinney-Vento Homeless Education Assistance Act ("McKinney-Vento"), amended by the Every Student Succeeds Act of 2015 ("ESSA"), guarantees educational rights and supports for students experiencing homelessness.¹⁰ McKinney-Vento defines "homeless children and youth" as individuals who lack a fixed, regular, and adequate nighttime residence and are subsequently:

- **Sheltered**—living in emergency or transitional shelters,
- **Hotel/Motel**—living in hotels, motels, trailer parks, or camping grounds due to lack of alternative adequate accommodations.
- **Doubled Up**—living in a shared housing situation due to loss of housing or economic hardship.
- **Unsheltered**—living in any other non-permanent housing not covered above (i.e., living on the streets, in abandon buildings, cars, substandard housing, etc.)

Under McKinney-Vento, students experiencing homelessness have the following enrollment rights:

1. **The right to remain in the school of origin.**

¹⁰ 42 U.S.C. 11431 et seq.

The school of origin is defined as “the school that a child or youth attended when permanently housed or the school in which the student was last enrolled, including a preschool”. The student has the right to attend the school of origin for the duration of homelessness, and until the end of the academic year in which the student becomes permanently housed.

2. **The right to immediately enroll in the in-boundary school.** A parent/guardian/unaccompanied youth can request to enroll in the public school closest to their temporary residence/placement. The right to immediate enrollment is NOT extended to application schools.
3. **The right to receive a best interest placement.** Best interest placements are made by the Homeless Children and Youth Program Specialist and the appropriate Instructional Superintendent. Best interest placements are determined by safety of the child or youth, special education needs, attendance concerns, and the school placement of siblings.

Every school has a designated School-Based Homeless Liaison (SBHL) for students experiencing homelessness. The SBHL can assist with:

- Immediate enrollment;
- Resolving enrollment disputes;
- Parent involvement opportunities and connection to community resources;
- Connection to homeless students and parents with educational services and other resources (e.g. transportation and uniform assistance); and
- Ensuring children, unaccompanied youth, and families have access to and receive educational services for which they are eligible, including Head Start, early intervention (IDEA Part C) and other preschool programs.

Schools of origin and/or boundary schools must immediately enroll children and youth experiencing homelessness, and ensure they receive educational and related services for which they are eligible even if they are unable to produce documents normally required for enrollment (birth certificates, immunization records, etc.). Documents that can be provided include:

- A placement letter from [Virginia Williams Family Resource Center](#) or the shelter where families are temporarily residing.
- A signed letter from the person the family is temporarily residing with stating the parent/guardian and their children are temporarily residing with them at their address. This is also an option for unaccompanied youth.

Students experiencing homelessness cannot be denied enrollment and attendance at their in-boundary school if they are unable to prove residency. The school will work with the student and family to obtain any missing documentation. During this period, the student can attend school. If documentation is collected, it may be determined that the in-boundary school is not the school currently attended, and the student will be directed to complete enrollment at either the in-boundary school or their school of origin, or apply to other schools via the My School DC lottery.

If a family is denied enrollment at the school the family believes is the student’s school of origin or in-boundary school, the school must provide the family with OSSE’ Dispute Resolution Guidelines and instructions. The SBHL must also provide the student with a written explanation of the school’s decision regarding school selection or enrollment, including the rights of the parent, guardian, or youth to appeal the decision. The Dispute Resolution Guidelines can be found here: [OSSE Dispute Resolution Guidelines](#) or on the DCPS Homeless Children Youth Services webpage: <https://dcps.dc.gov/service/homeless->

[children-and-youth-services-dcps](https://www.dcps.dc.gov/children-and-youth-services-dcps). For more information please contact the DCPS Homeless Children and Youth Program at DCPS.HCYP@DC.GOV or call (202) 576-9502.

Opportunity Academies

Opportunity Academies offer a personalized competency-based learning program to ensure that all students in the district have a positive pathway to post-secondary success.

Opportunity Academies do not participate in the MySchool DC Lottery process. Students who are not succeeding academically in their current high school may be referred for transfer to an Opportunity Academy (Washington Metropolitan, Luke C. Moore, Roosevelt STAY or Ballou STAY). Transfer priority will be determined based on how many credits a student has earned relative to his/her first ninth grade year, the intensity of interventions attempted at the current high school and the student and parent/guardian's preference for a transfer. Overaged middle school students who are not promoted to high school may be referred to the eighth grade program at Washington Metropolitan. High school Opportunity Academy students requiring full-time special education programming can be accommodated at Washington Metropolitan and Ballou STAY. Compulsory aged students will not be mandated to attend Opportunity Academy but may directly pursue enrollment at any point in the year at an Opportunity Academy and admission will be granted based on available space.

Opportunity Academy Questions

Contact the Enrollment Team
enroll@dc.gov or (202) 478-5738

Student Placement

The DCPS Student Placement Office (SPO) works with students and families on finding school placements for students in special circumstances that are exceptions to standard in-boundary and lottery enrollment processes. SPO provides placement for students in the following circumstances:

Student Placement Office

3535 V Street, NE
Washington, DC 20018
(202) 939-2004 or student.placement@dc.gov

1. Department of Youth Rehabilitation Services/Child & Family Services Administration
2. Discretionary Out-of-Boundary Transfer
3. Families Displaced by Natural Disasters
4. Military
5. Victim, Involuntary, and Immediate Transfers
6. Disengaged Youth
7. Sister School Placement (Dual Language and Extended Year programs)
8. Homeless Children & Youth Program Supports

Military Families

DCPS recognizes that school-age children of military families face obstacles to educational success, such as frequent moves and the deployment of one or more of their parents. In order to help overcome these obstacles, and to accommodate the Council of the District of Columbia's passage of the Interstate Compact on Educational Opportunity for Military Children Establishment Act of 2012 (the "Compact"),¹¹

¹¹ D.C. Official Code § 49-1101 *et. seq.*

DCPS issued a Chancellor's Directive. This directive allows the children of military families who are eligible to enroll in grades K-12 and reside on military facilities within the District of Columbia, namely Joint Base Anacostia-Bolling, Fort McNair, and the Marine Barracks Washington DC, to enroll in the DCPS school of their choice, at any point during the school year, pending classroom and/or program availability.

- Read the Chancellor's Directive on Enrollment and Placement of Military Families:
<http://dcps.dc.gov/page/enrollment-students-military-families>

In addition to students residing in the above-referenced military facilities, DCPS assists all students of military families impacted by the Compact with enrollment and school location determinations. For military families in need of assistance with enrolling in DCPS, please contact the Student Placement Office at (202) 939-2004 or student.placement@dc.gov.

Discretionary Out-of-Boundary Transfers

Pursuant to 5-E DCMR § 2106.6, the DCPS Chancellor may exercise his or her limited authority to grant discretionary out-of-boundary transfers to students. For more information on the process and criteria considered, and how to apply for a Discretionary Out-of-Boundary Transfer, review the full policy at <https://dcps.dc.gov/node/1253426>.

Please contact the DCPS Student Placement Office with questions related to any of the placements described above.

State Department Families

State Department families residing in DC have a right to enroll in their in-boundary school based on the address at which they reside. If a family chooses to enroll in a school outside of their boundary, they will have to submit an application through the My School DC lottery adhere to the My School DC lottery timeline. Review the SY19-20 My School DC lottery timeline on page 7.

Identify One's In-Boundary School

Visit: <http://dcatlas.dcgis.dc.gov/schools/>

Contact the Enrollment Team

enroll@dc.gov or (202) 478-5738

Embassy Families

If families are residing in embassy-sponsored housing within DC, as stated on page 17, they can prove DC residency by providing a current embassy letter that explains this, with the embassy seal affixed. If a family is residing in a non-embassy property, the family must enroll using the address at which they reside, not the address of embassy property. Similar to other families, if families residing in embassy housing within DC want to attend a school other than the in-boundary school zoned for the address of the embassy property, they can apply via the My School DC lottery.

Students Who Speak a Language Other than English

Upon registering in DCPS and completing the Home Language Survey, students who have indicated they speak a language other than English or have been exposed to a language other than English at home must be referred to the Language Acquisition Division's (LAD) Welcome Center for English Proficiency screening. Students who previously attended school outside of the United States, completed secondary

level courses, and would like credits to be evaluated toward meeting DCPS graduation requirements should also be referred. LAD's Welcome Center screens students to determine English as Second Language (ESL) eligibility, provides grade placement recommendations, orientation to linguistically and culturally diverse families, referrals to community-based resources and evaluates foreign transcripts for the purpose of awarding high school credits. For more information on foreign transcript evaluation and grade placement, contact leidy.navarro@dc.gov or (202) 671-0750.

Foreign Exchange Students Seeking Visa Sponsorship

DCPS does not sponsor foreign exchange students seeking visa sponsorship. For more information please visit the following link from the Department of Homeland Security's website:

https://studyinthestates.dhs.gov/school-search?field_school_name_value=&field_location_city_value=&field_location_state_value=54&field_education_level_value=2

Mid-Year Enrollment Process

Families wishing to enroll in their in-boundary school in grades K-12 may enroll at the school at any time. Families seeking to enroll after October 5 in a school other than their in-boundary school must submit an application to My School DC. Applications can be completed by calling the My School DC hotline: (202) 888-6336.

Non-DC Residents

DCPS may enroll a non-resident student only if there is space available and no qualified district resident is seeking admittance at that school. Non-DC resident families must submit a My School DC lottery application for a DCPS school and a seat will only be granted if there are no DC residents on the school's waitlist. If a family is unable to prove DC residency at the time of enrollment, the student will be moved to the back of the waitlist behind all other waitlisted DC residents and any other non-DC residents already waitlisted. Additionally, non-resident families must pay tuition in order to attend.¹² OSSE manages the non-DC resident tuition payment process. A family must work directly with OSSE on establishing a tuition payment agreement.

For Non-DC Resident Questions
Contact the Enrollment Team
 (202) 478-5738 or enroll@dc.gov

- For information regarding OSSE tuition collection: <http://osse.dc.gov/publication/tuition-collection>

Student Assignment and School Boundary Changes

On an ongoing basis, DCPS may make updates to school boundaries, feeder patterns, and other student assignment policies. This section describes the policy changes that will be implemented in SY19-20. For more information on student assignment policies, boundaries, and feeder patterns, please visit <https://dcps.dc.gov/boundaries>.

¹² 5-A DCMR § 5007.1

Hyde-Addison and Stoddert Elementary School Boundary Changes

Beginning in SY19-20, a section of the boundary currently assigned to Stoddert Elementary School will be re-assigned to Hyde-Addison Elementary School.

Identify One's SY19-20 In-Boundary School

Visit: <http://dcatlas.dcgis.dc.gov/schools/>

Contact the Enrollment Team

enroll@dc.gov or (202) 478-5738

- All students currently enrolled at Stoddert may remain enrolled until they complete the terminal grade at that school (5th grade).
- All current Stoddert students living in the area that has been re-zoned also have the right to attend their new in-boundary school, Hyde-Addison ES. If a family in the re-zoned area with students enrolled at Stoddert elects to enroll their students at Hyde-Addison, they give up the right to attend the former in-boundary school (Stoddert) and would need to apply through the lottery to re-enroll in the future.
- All students not currently enrolled in Stoddert ES and living in the area that has been re-zoned for Hyde-Addison ES will have an in-boundary right to attend Hyde-Addison ES or to continue attending their current school. There are exceptions to this; see Sibling Grandfathering Policy below for more information.

Sibling Grandfathering Policy

Newly enrolling students living in the re-zoned area who have siblings who will be enrolled at Stoddert at the time of the new student's entry will retain in-boundary enrollment rights to Stoddert in compulsory grades. This policy does not apply to siblings who are alumni of the school. The sibling must be attending at the time of the new student's entry.

For more information on boundary change policies, including sibling grandfathering, please visit: https://dme.dc.gov/sites/default/files/dc/sites/dme/publication/attachments/Boundary%20and%20Fee%20Pattern%20Changes%20FAQ_March%202015.pdf

MacFarland Middle School Boundary Phase-In

MacFarland Middle School opened as a neighborhood and geographic destination school in SY18-19 with 6th grade. The program is growing on a phased, grade-by-grade schedule; in SY19-20, the program will serve 6th-7th grades. In-boundary students entering 6th or 7th grades will have the right to attend MacFarland in SY19-20. In-boundary students entering 8th grade will retain rights to their in-boundary education campus for SY19-20. In SY18-19, these Education Campuses (Raymond, Truesdell, and West) will continue phasing out their middle grades. They will serve grades PK3-5 and 8 in SY19-20. The MacFarland Middle School program will grow grade-by-grade through SY20-21 until it offers grades 6-8.

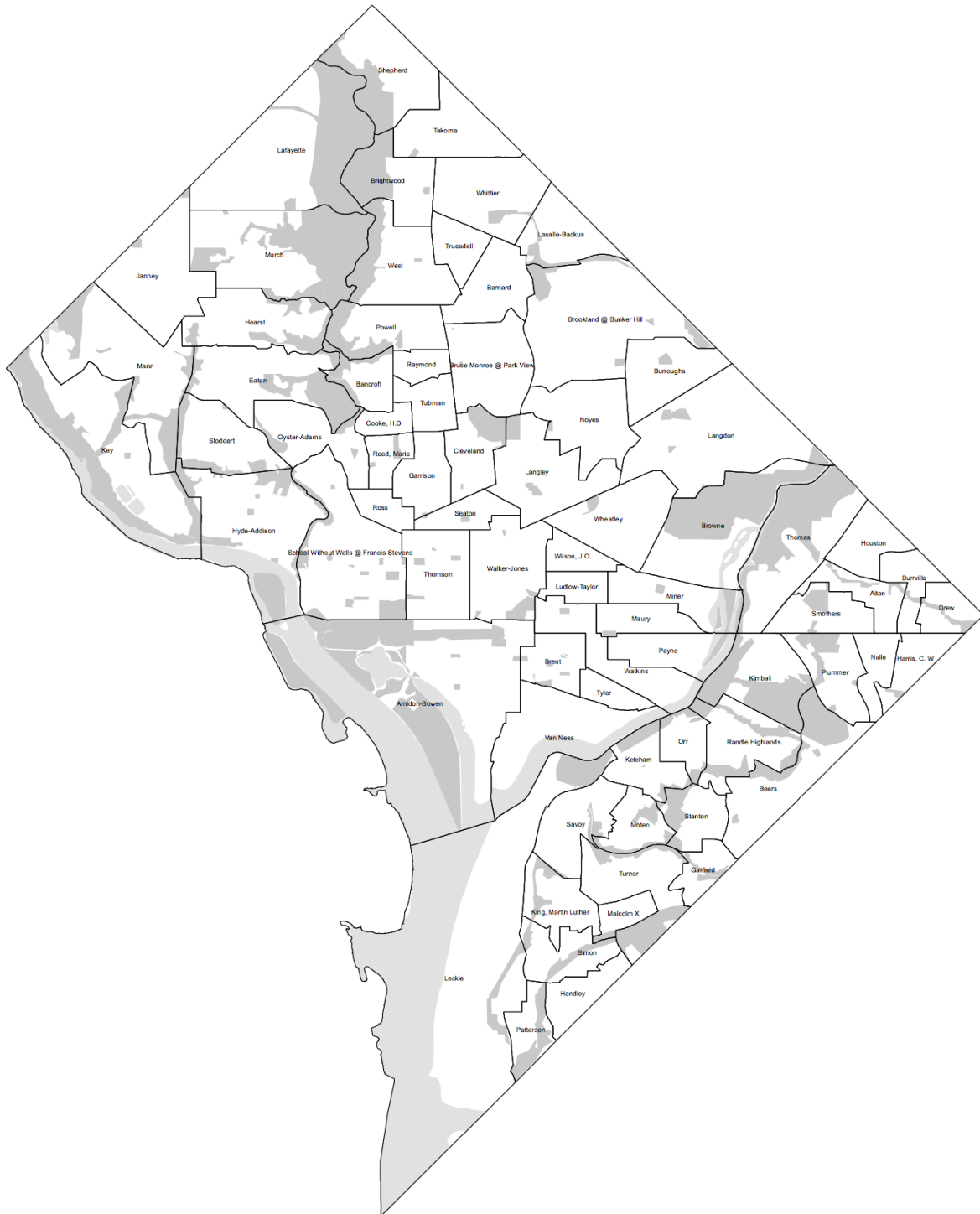
"New North" Middle School Boundary Phase-In

"New North" (permanent name pending) is a new DCPS neighborhood and geographic destination school that will open in SY19-20 with 6th grade. The program is growing on a phased, grade-by-grade schedule; in SY19-20, the program will serve 6th grade only and will grow grade-by-grade through SY21-22 until it offers grades 6-8. In-boundary students entering 6th grade will have the right to attend "New North" in SY19-20. In-boundary students entering 7th-8th grade will retain rights to their in-boundary education campus for SY19-20. In SY19-20, these Education Campuses (Brightwood, LaSalle-Backus, Takoma, and Whittier) will begin phasing out their middle grades. They will serve grades PK3-5 and 7-8 in SY19-20.

SY19-20 School Boundary Maps

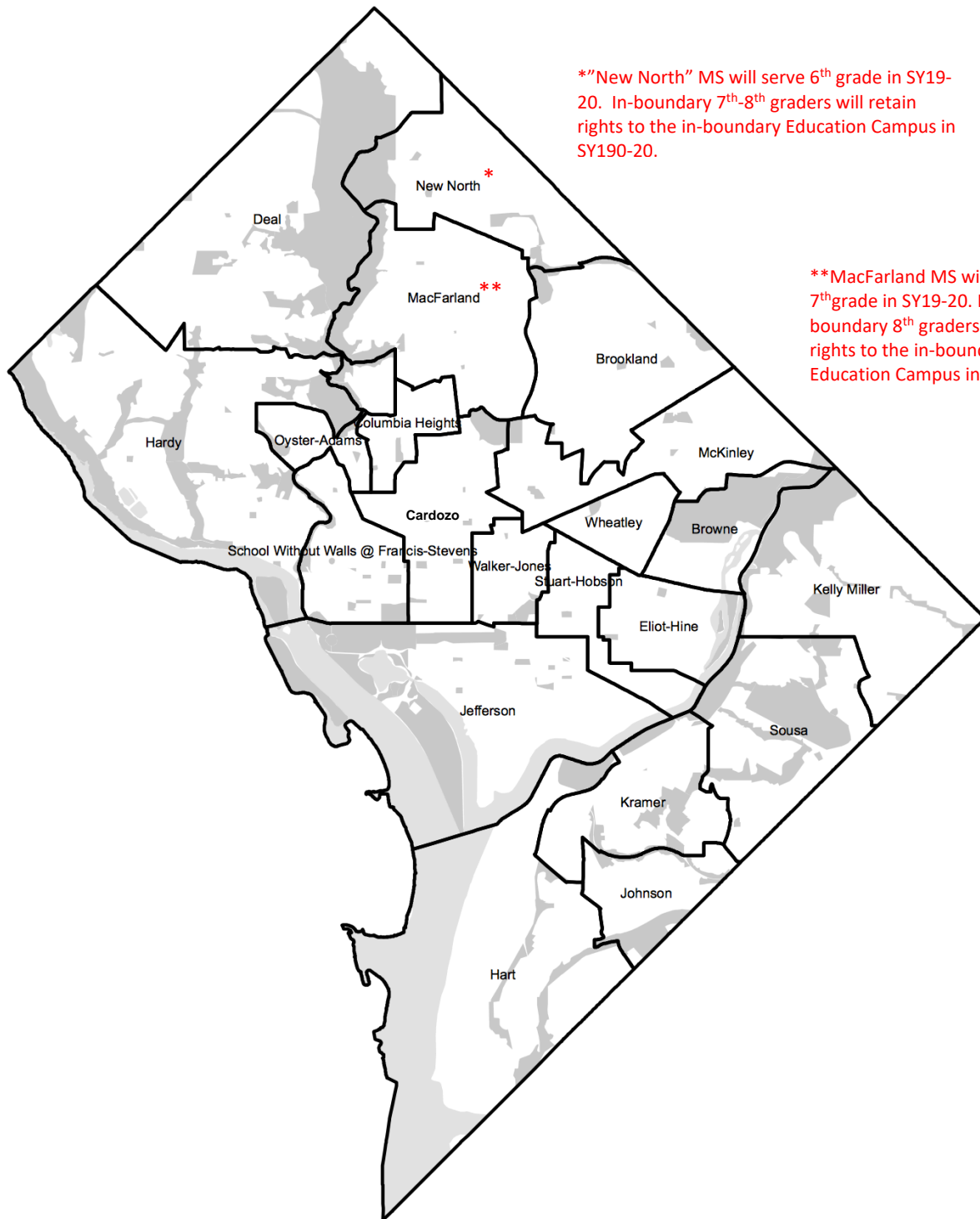
SY19-20 Elementary School Boundary Map

To identify one's SY19-20 in-boundary elementary school, visit <http://dcatlas.dcgis.dc.gov/schools/>.



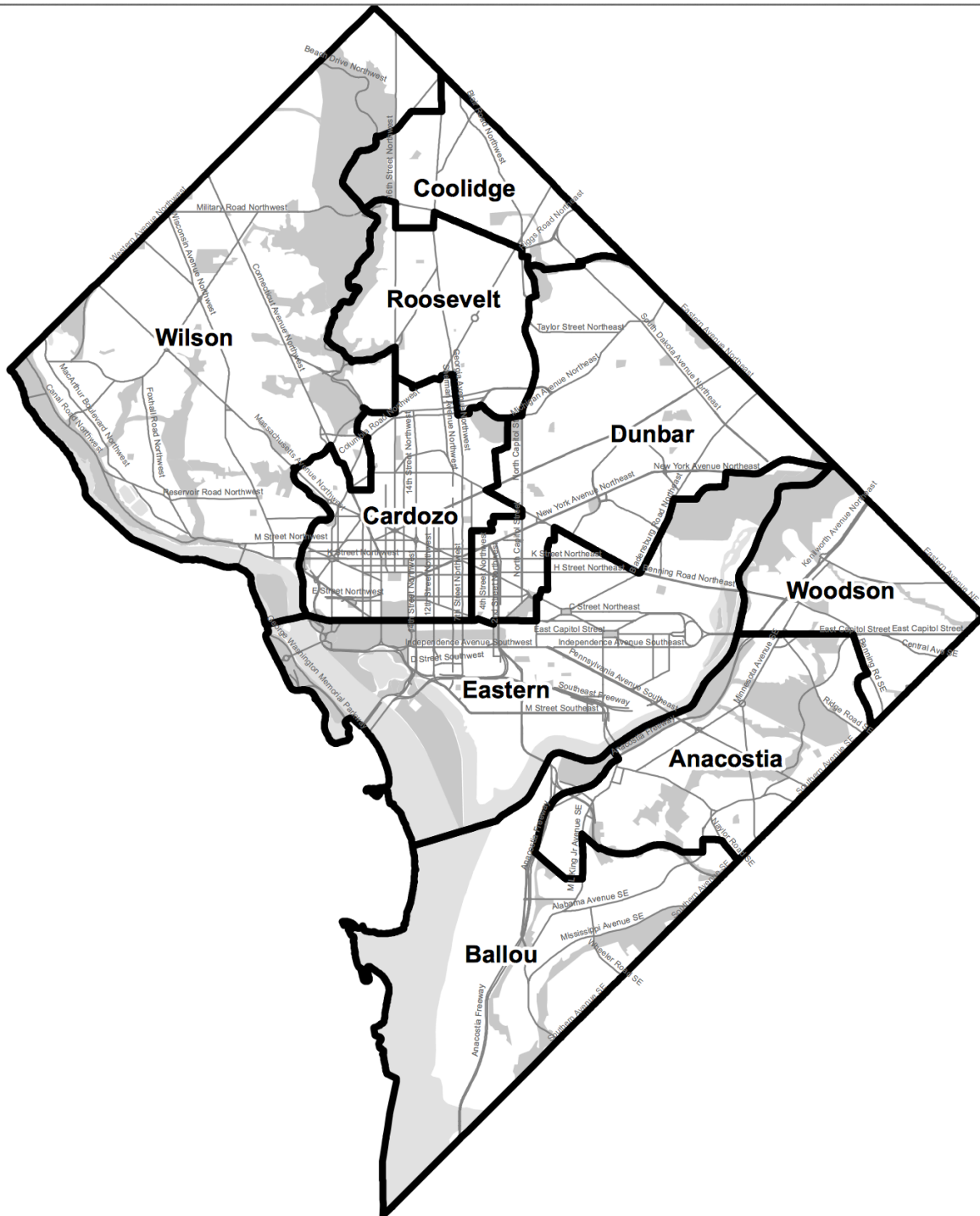
SY19-20 Middle School Boundary Map

To identify one's SY19-20 in-boundary middle school, visit <http://dcatlas.dcgis.dc.gov/schools/>.



SY19-20 High School Boundary Map

To identify one's SY19-20 in-boundary high school, visit <http://dcatlas.dcgis.dc.gov/schools/>.



SY19-20 Feeder Patterns

Geographic School Feeder Patterns

Below are the SY9-20 DCPS geographic school feeder patterns. A feeder pattern school is one that a student has the right to attend based on their current school. This assignment only happens during the year a student is moving from the terminal grade of their current school. Note: Feeder patterns are subject to evolve as new student assignment phase-in policies and grandfathering clauses take effect.¹³ The feeder patterns reflected below are active for students transitioning grades between SY18-19 and SY19-20.

Elementary School	Middle School	High School
Boone ES (PK3-5)	Kramer MS (6-8)	Anacostia HS (9-12)
Ketcham ES (PK3-5)		
Moten ES (PK3-5)		
Savoy ES (PK3-5)		
Stanton ES (PK3-5)		
Beers ES (PK3-5)	Sousa MS (6-8)	
Kimball ES (PK3-5)		
Plummer ES (PK3-5)		
Randle Highlands ES (PK3-5)		
Hendley ES (PK3-5)	Hart MS (6-8)	Ballou HS (9-12)
King ES (PK3-5)		
Patterson (PK3-5)		
Simon ES (PK3-5)		
Garfield ES (PK3-5)	Johnson MS (6-8)	
Malcolm X ES (PK3-5)		
Turner ES (PK3-5)		
Leckie EC (PK3-8)		
Cleveland ES (PK3-5)	Cardozo EC (6-12)	
Garrison ES (PK3-5)		
Seaton ES (PK3-5)		
H.D. Cooke ES (PK3-5)	Columbia Heights Education Campus (6-8)	Cardozo EC (6-12)
Marie Reed ES (PK3-5)		
Tubman ES (PK3-5)		
Ross ES (PK4-5) (Also feeds into Cardozo EC)	School Without Walls @ Francis Stevens (PK3-8)	
Thomson ES (PK3-5) (Also feeds into Jefferson MS)		
School Without Walls @ Francis Stevens (PK3-8)		
Brightwood EC (PK3-5, 7-8)	New North MS (Opening in SY19-20 with 6 th grade; in-boundary students in 7-8 maintain rights to their in-boundary Education Campus). 8 th grade students from Brightwood, LaSalle-Backus, Takoma, and Whittier feed Coolidge HS.	Coolidge HS (9-12)
LaSalle-Backus EC (PK3-5, 7-8)		
Takoma EC (PK3-5, 7-8)		
Whittier EC (PK3-5, 7-8)		
Bunker Hill ES (PK3-5)	Brookland MS (6-8)	Dunbar HS (9-12)
Burroughs ES (PK3-5)		
Noyes ES (PK3-5)		
Langdon ES (PK3-5)	McKinley MS (6-8)	
Langley ES (PK3-5)		
Walker Jones EC (PK3-8)		

¹ <https://dcps.dc.gov/page/school-boundaries-final-implementation-plan>

Wheatley EC (PK3-8)			
Maury ES (PK3-5)	Eliot-Hine MS (6-8)	Eastern HS (9-12)	
Miner ES (PK3-5)			
Payne ES (PK3-5)			
School-Within-School @ Goding (PK3-5) (citywide school with no boundary)			
Amidon-Bowen ES (PK3-5)	Jefferson MS Academy (6-8)		
Brent ES (PK3-5)			
Tyler ES (PK3-5)			
Van Ness ES (PK3-4) <i>In SY19-20, in-boundary students in grade 5 have the right to attend Amidon-Bowen ES</i>			
J.O. Wilson ES (PK3-5)	Stuart-Hobson MS (6-8)		
Ludlow-Taylor ES (PK3-5)			
Peabody (PK3-K)/Watkins ES (1-5)			
Capitol Hill Montessori @ Logan (PK3-8) (citywide school with no boundary)			
Browne EC (PK3-8)			
Barnard ES (PK3-5)	MacFarland MS (Offers 6-7 grade comprehensive program in SY19-20; 8 th grade in-boundary students maintain rights to their in-boundary Education Campus)	Roosevelt (9-12)	
Bruce-Monroe @ Park View ES (PK3-5)			
Dorothy Height ES (PK3-5) (citywide school with no boundary)			
Powell ES (PK3-5)			
Raymond EC (PK3-5, 8)			
Truesdell EC (PK3-5, 8)			
West EC (PK3-5, 8)	<i>Raymond, Truesdell, and West 8th grade students feed Roosevelt HS; 5th grade students feed MacFarland MS</i>		
Bancroft ES (PK3-5)	Deal MS (6-8)	Wilson HS (9-12)	
Hearst ES (PK4-5)			
Janney ES (PK4-5)			
Lafayette ES (PK4-5)			
Murch ES (PK4-5)			
Shepherd ES (PK3-5)	Hardy MS (6-8)		
Eaton ES (PK4-5)			
Hyde-Addison ES (PK3-5)			
Key ES (PK4-5)			
Mann ES (PK4-5)			
Stoddert ES (PK4-5)			
Oyster-Adams EC (PK4-8)			
Aiton ES (PK3-5)	Kelly Miller MS (6-8) (also feeds into Eastern HS)	Woodson HS (9-12)	
Burrville ES (PK3-5)			
C.W. Harris ES (PK3-5)			
Drew ES (PK3-5)			
Houston ES (PK3-5)			
Nalle ES (PK3-5)			
Smothers ES (PK3-5)			
Thomas ES (PK3-5)			

➤ For reference, review the [SY18-19 School Feeder Pattern](#).

Programmatic Feeder Patterns

Students enrolled in the schools/programs below have the right to continue in their specialized program of study according to the programmatic feeder patterns shown below. Students enrolled in specialized programs also have rights to their geographic feeder school(s) outlined above. Please refer to page 36 for the listing of whole and strand schools.

Dual Language Programmatic Feeder Pattern

Elementary Grades	Middle Grades	High Schools
Bancroft ES	MacFarland MS Dual Language or Columbia Heights Education Campus (CHEC) 6th-8th	Roosevelt HS Dual Language
Bruce Monroe ES		
Cleveland ES DL Program		
Marie Reed ES DL Program		
Powell ES DL Program		
Tyler ES DL Program		
Oyster-Adams EC		
Note: All DCPS DL 8th grade students have a right to enroll in the Roosevelt HS DL Program in 9 th grade. Columbia Heights Education Campus (CHEC) also offers a DL program in grades 9-12. CHEC is a selective school. All students must apply for admission through the lottery.		

STEM Programmatic Feeder Pattern

Middle Grades	High Schools
McKinley MS (6-8)	H.D. Woodson HS (9-12)

Montessori Programmatic Feeder Pattern

Elementary Grades	Middle Grades
Langdon ES Montessori (PK3-5)	Capitol Hill Montessori @ Logan (6-8)
Nalle ES Montessori (PK3-5)	

Schools or Programs Not in a Feeder Pattern

Selective and Citywide High Schools and Programs - My School DC Lottery Application Required
Bard Early College High School (9, 11), <i>selective high school with application process</i>
Benjamin Banneker High School (9-12), <i>selective high school with application process</i>
Columbia Heights Education Campus (9-12), <i>selective high school with application process</i>
Duke Ellington School of the Arts (9-12), <i>selective high school with application process</i>
Early College Academy at Coolidge High School (9), <i>selective high school program with application process</i>
McKinley Technology High School (9-12), <i>selective high school with application process</i>
Phelps Architecture, Construction, and Engineering (ACE) High School (9-12), <i>selective high school with application process</i>
School Without Walls High School (9-12), <i>selective high school with application process</i>
Ron Brown College Preparatory HS (9-11), <i>citywide school with no boundary</i>
Other Programs – Alternate Enrollment/Placement Process, Not Available on My School DC Lottery
Ballou STAY High School (9-12/Adult), <i>citywide Opportunity Academy with no boundary</i>
Luke C. Moore HS (9-12), <i>citywide Opportunity Academy with no boundary</i>
River Terrace Education Campus (3 rd -Adult), <i>Citywide Special Education Campus</i>
Roosevelt STAY High School (9-12/Adult), <i>citywide Opportunity Academy with no boundary</i>
Washington Metropolitan High School (8-12), <i>citywide Opportunity Academy with no boundary</i>

DCPS Selective High School and Program Admissions Requirements and Processes

Below are general application and admission requirements for each selective DCPS high school. The requirements listed should not be considered comprehensive and families should inquire with the schools directly for all requirements. Several selective high school application timelines have additional components beyond the general My School DC application timeline. Contact the Enrollment Team with questions at enroll@dc.gov or (202) 478-5738.

1. Benjamin Banneker Academic High School: <http://www.benjaminbanneker.org/>
2. Bard High School Early College DC: <http://bhsec.bard.edu/dc/>
3. Columbia Heights Education Campus (CHEC): <http://checdc.org/>
4. Duke Ellington School of the Arts: <http://www.ellingtonschool.org/>
5. Early College Academy at Coolidge High School: <https://www.coolidgeshs.org/>
6. McKinley Technology High School: <http://mckinleytech.org/>
7. Phelps Architecture, Construction and Engineering High School: <http://www.phelpshsdc.org/>
8. School Without Walls High School: <http://www.swwhs.org/>

SY19-20 Selective High School Admissions Requirements and Processes								
	Bard Early College	Banneker	CHEC	Early College at Coolidge	Ellington	McKinley	Phelps	School Without Walls
Grades that Accept Applications	9 and 11	9-10	9-12	9	9-12	9-11	9-11	9-12
Minimum GPA Requirements	None	Yes	None	3.0 Recommended	None	Yes	Yes	Yes
Transcript Review	11 th Grade Only	Yes	No	Yes	No	Yes	Yes	Yes
Standardized Test Requirement	None	Yes	No	PARCC 4/5 Recommended	No	Yes	Yes	No
Recommendation Letters	Yes (1 total)	Yes (4 total)	Yes (3 total)	Yes (3 total)	Yes (3 total)	Yes (3 total)	Yes (2 total)	None
Essay	Yes	Yes	No	Yes	Yes	Yes	Yes	No
Other	<ul style="list-style-type: none"> • Interview 	<ul style="list-style-type: none"> • Family interview 	<ul style="list-style-type: none"> • Group Interview 	<ul style="list-style-type: none"> • Interview 	<ul style="list-style-type: none"> • Audition • Admissions test • Family interview 	<ul style="list-style-type: none"> • Interview (invitation only) 	<ul style="list-style-type: none"> • Family interview 	<ul style="list-style-type: none"> • Admissions test • Student/Parent interview

Citywide, Dual Language, Montessori, and Extended Year Schools and Programs

Citywide Schools

1. Capitol Hill Montessori @ Logan (PK3-8)
2. Dorothy Height Elementary School (PK3-5)
3. Excel Academy (PK3-8)
4. Ron Brown College Preparatory High School (9-12)
5. School-Within-School @ Goding (PK3-5)

Dual Language Programs

Whole School Programs – all enrolled students participate in the dual language program. There is no English-only option at the school.

1. Bancroft Elementary School (PK3-5)
2. Bruce-Monroe Elementary School (PK3-5)
3. Columbia Heights Education Campus (6-8)
4. Houston Elementary School (PK3-1)
5. MacFarland Middle School (6-8)
6. Oyster-Adams Bilingual School (PK4-8)
7. Powell Elementary School (PK3-3)

Strand Programs – schools that also offer a strand dual language program and also offer a non-dual language program.

1. Cleveland Elementary School (PK3-5)
2. Marie Reed Elementary School (PK3-5)
3. Powell Elementary School (4-5)
4. Roosevelt High School (9-12)
5. Tyler Elementary School (PK3-5)

Montessori Programs

Whole School Program - all enrolled students participate in the Montessori program.

1. Capitol Hill Montessori @ Logan (PK3-8)

Strand Programs – schools that offer a strand Montessori program and also offer a non-Montessori program.

1. Langdon Elementary School (PK3-K only)
2. Nalle Elementary School (PK3-5)

Extended Year Schools

The following DCPS schools will follow an Extended Year calendar that allows for a longer school year with more frequent breaks. To review school calendars, visit <https://dcps.dc.gov/page/dcps-calendars>.

1. Garfield Elementary School (PK3-5)
2. H.D. Cooke Elementary School (PK3-5)
3. Hart Middle School (6-8)

4. Hendley Elementary School (PK3-5)
5. Johnson Middle School (6-8)
6. Kelly Miller Middle School (6-8)
7. Luke C. Moore High School (9-12)
8. M.L. King Elementary School (PK3-5)
9. Randle Highlands Elementary School (PK3-5)
10. Raymond Education Campus (PK3-5 and 8)
11. Roosevelt STAY High School (9-12)
12. Thomas Elementary School (PK3-5)
13. Turner Elementary School (PK3-5)

If a K-12-age student is in-boundary for an Extended Year school and does not wish to enroll in the program, the parent should contact the DCPS Student Placement Team.

Student Placement Office

3535 V Street, NE

Washington, DC 20018

(202) 939-2004 or student.placement@dc.gov