DISTRICT OF COLUMBIA PUBLIC SCHOOLS

SY27-28 and SY28-29 Columbia Heights Education Campus (CHEC): Admissions Process Rubric

For Grades: 9-12*

Note: This rubric is in effect for SY27-28 and SY28-29 admissions cycles.

About Columbia Heights Education Campus (CHEC) Admissions Criteria: At Columbia Heights Education Campus (CHEC), we are looking to develop multilingual and intellectually curious scholars who are dedicated to lifelong learning, have a passion for contributing to the community, and who are on the quest for social justice. We find the most successful applicants are those who have a growth mindset and those in constant pursuit of excellence and innovation.

About Columbia Heights Education Campus (CHEC) Admissions Process: At Columbia Heights Education Campus, our admissions process includes interest surveys, two (2) teacher recommendations, and a report card review; all of which must be submitted via the My School DC lottery application. For 11th and 12th grades, there is a report card and transcript review. GPA is calculated in accordance with the DCPS grading policy. In addition, the applicant is requested to participate in an interview. No single admissions component will be the sole determinant of eligibility. All recommendation content and scores are confidential and will not be shared with anyone including applicants, families, or staff at the student's current school, etc. Accommodations may be requested for any portion of the admissions process, and families may contact the Admissions Director/POC to discuss accommodation options.

For Current CHEC 8th Grade Applicants: CHEC offers both a neighborhood and programmatic feeder by-right middle school in grades 6-8, and a selective high school in grades 9-12. **All applicants who complete 8th grade at CHEC have the right to enroll in CHEC for 9th grade without submitting a My School DC application.**

Each component of the application process is scored and weighed according to the chart below. The scores from each component of the admissions process are combined to provide each applicant with a cumulative application score. Applicants must receive a minimum total score of 70 out of 100 points to be considered eligible for admission. Applicants who score below 70 may also be deemed eligible. All applicants are ranked according to the total number of points earned. **Specific details related to an applicant's admissions process and eligibility results will remain confidential.**

Admissions Component	Weight	Notes
Report Card Review (includes GPA and attendance)	30/100 points	Columbia Heights Education Campus (CHEC) reviews grades and attendance as part of the report card review. All applicants are asked to submit both their final SY25-26 and SY26-27 first quarter report cards. There is no minimum average or attendance rate required, but a report card must be submitted

*Please note for grades 11 and 12, applicants must submit their official high school transcript to ensure they have enough credits and will be on track to graduating on time because CHEC mandates 28 Carnegie units.

		for the application to be marked as complete and considered for admission. Typically, applicants who are prepared to succeed at CHEC have a 2.5 GPA or higher and an attendance rate of 90% or higher. GPA is calculated in accordance with the DCPS grading policy. Please note that the CHEC team may reach out to school counselors, deans, school leaders, etc., to receive conversion scales or context to aid in reviewing the report cards in accordance with the DCPS grading policy. The school reviews all applicants using the same process, including international students. Applicants may receive additional points for AP classes.
Student Interview	25/100 points	Columbia Heights Education Campus (CHEC) believes strongly in identifying applicants with a passion for academics, languages, and equity; a commitment to community; and who can demonstrate resilience and perseverance all while in the quest for social justice. To gain a clear insight into the student's academic needs and abilities, we request that only the prospective applicants participate in the interview portion of the application process. Eligible applicants are invited to the onsite 15-minute interviews. Applicants must be accompanied by a parent/guardian or by another close family member (over 18 years old). Applicants for whom an accompanying adult is unable to participate will not be penalized. During the interview, CHEC looks to identify prospective students' personalities, interests, values and aspirations, as well as gain knowledge of the student's family and home life. Finally, they also hope to determine what skills the student will be bringing into the classroom.
Interest Surveys	15/100 points (Scored for completion only)	The interest surveys are submitted within the My School DC application, and points are awarded solely based on submission/completion. All applicants must complete this component as part of My School DC lottery application. The surveys are used to gain insight on the prospective student, what they may hope to get from their school experience, and what they may bring to the school community. In addition, the interest surveys will help aid in the scheduling of the prospective student and will help determine academic academy participation/placement.

Recommendation Letter Review	30/100 points	Columbia Heights Education Campus (CHEC) uses recommendations to better understand a prospective student's experience at school and to provide context to their report card. CHEC requests two (2) recommendations, worth a maximum of 30 points (15 points per recommendation). All recommendation content and scores are confidential and will not be shared with anyone including applicants, families, and staff at the student's current school. Applicants can log into their My School DC lottery application to check the status of their recommendation submissions at any time and send reminders to recommenders. Regular notifications are sent to recommenders and families when a recommendation is missing or incomplete. Applicants and families are strongly encouraged to follow up with the individuals submitting recommendations on their behalf and to check the accuracy of recommender emails. **Missing recommendations ultimately will receive zero points.**
All applicants who receive 70 points or higher will be eligible for admission. Applicants that score below 70, may still be deemed eligible. All applicants are ranked according to the total number of points earned for determination in the My School DC Lottery.		