



**2018-2019 Brooks DeBartolo Collegiate High School Applicant Information
(as of August 1, 2017)**

Dear Parents/Guardians of 2018-2019 Applicants:

The application period for the 2018-2019 school year begins August 1, 2017. We know the selection of a high school is an important decision, and we are honored you are considering BDCHS as an option for your child's high school education. Below, you will find a list of frequently asked questions about the application and open lottery process.

Siblings of currently enrolled BDCHS students, children of board members, children of employees, and children of active military duty members of any branch of the United States Armed Forces have preference in the lottery for admissions as permitted by state statute.

FREQUENTLY ASKED QUESTIONS

How do I apply to Brooks DeBartolo Collegiate High School for the 2018-2019 school year?

Student applications for the 2018-2019 school year may be submitted beginning August 1, 2017. Students must be entering their 8th grade year or must be currently enrolled in a high school.

A student application found at www.bdchs.org under the enrollment page or in the school's front office must be completed and submitted by the application deadline, January 12, 2018 at 3 pm. Student applicants must also be registered in the lottery program, *Lotterease*, by the application deadline. The link to *Lotterease* can be found on the enrollment page of the school's website, www.bdchs.org.

Where do I turn in the student application?

Student applications may be sent electronically to Admissions@bdchs.org, dropped off in the front office of the school during school hours, or hand delivered to a school administrator during a prospective student open house. Visit our website to see the school office hours and prospective open house dates.

How does the lottery work?

A web-based lottery program, *Lotterease*, will randomly sort all lottery eligible applicants in each grade level. Visit www.lotterease.com for more information.

(Note: Applications and Lotterease registration must be received by the application deadline, January 12, 2018, 3 pm.)

There will be a lottery for grade levels 9, 10, 11, and 12 starting with 9th grade.

Parents/Guardians will be able to check the status of their child's application through their *Lotterease* account.

If there are 300 applicants for 9th grade and 125 (out of 150) openings because there are 25 siblings, the randomizing program will randomly sort all 300 student applicants and the first 125 will be offered a seat; the rest will make up the waiting list (in the order in which they were randomly selected).

Updated Dec 2016: Based on new legislation, all Hillsborough County resident students will receive preference in the lottery over non-Hillsborough County resident students. Once (and if) the Hillsborough County resident student waiting list has been exhausted, then a non-Hillsborough County student will be offered a seat according to the order of the non-Hillsborough lottery results. This law change went into effect for the 2017-2018 Lottery.

Note: This change in the law does not affect returning non-Hillsborough County resident students who are currently enrolled. Currently enrolled returning students do not need to reapply. The preferences previously stated for siblings of currently enrolled BDCHS students, children of board members, children of employees, and children of active military duty members of any branch of the United States Armed Forces are not impacted by the non-Hillsborough rule.

What if I have two children in the same grade level applying?

If one sibling is offered a seat and the seat is accepted, the other sibling will move up the list automatically to the next available seat offer.

How is the number of openings determined?

Siblings of currently enrolled BDCHS students, children of BDCHS employees or board members, and children of active military personnel have preference in the lottery. This is permissible under F.S.S. 1002.33. The number of available seats are determined after all students in these categories has been determined.

In January of each year, parents are requested to notify BDCHS if their students in grades 9-11 will not return for the following year. This information allows BDCHS to determine the number of available seats for grades 10-12 that next academic year.

Most of the movement for the 9th and 10th grade waiting lists occurs during the summer months after the school year ends, right up to the first day of school.

What happens if there are no openings in 10th, 11th, or 12th grade at the time of the lottery?

The names will be randomly sorted in order to create waiting lists for the 10th, 11th, and 12th grades.

Can I attend the lottery?

The lottery is held in public and will be held in the BDCHS gymnasium on Thursday, February 1, 2018 at 4 pm. You are not required to attend the lottery. All applicants will have access to the lottery results through *Lotterease*. Attending the lottery has absolutely no impact on whether your child is selected or placed on the waiting list.

How will I be notified of the lottery results?

Lotterease will send you an e-mail to let you know if your child was selected or placed on the waiting list. You will be notified by email within three business days, after the lottery, if your child is selected for a seat offer. If your child was placed on the waiting list, your email notification will be sent after the lottery and will include what number he/she is on the waiting list.

It is important you check your junk/spam folder for e-mails regarding the lottery and/or waiting list. Emails about the lottery and waiting list will come from BDCHS@lotterease.com.

What if I change my mind about having my child enter the lottery?

At any time before the lottery, you may update information in *Lotterease*. This includes removing your child's registration in *Lotterease*.

What if I do not have an email address?

If you do not have an email address, contact Mrs. Victoria Harris at 971-5600 ext 200 to make an appointment, and she will register your child in *Lotterease* so he/she will be entered into the lottery. A student application still needs to be submitted.

I applied early in the application window. Does that make a difference?

The randomizing program results in a random selection of students. It does not matter when you applied as long as you met the application deadline.

The only time that would make a difference is if the number of applications does not exceed the number of openings, in which case it would be on a first-come, first-serve basis, and all applicants would be selected. However, based on past application volume, this is very unlikely to occur.

If my child is selected, what is the next step?

You will have **seven** calendar days in which to accept or decline the seat once it is offered. The number of days in which to accept or decline the seat may be changed from **seven** days to **three** days once we get closer to the start of school.

Note: Calendar days includes holidays and weekends. There will be no exceptions if parent/guardians are on vacation.

IF THERE IS NO RESPONSE TO THE SEAT OFFER OR IF THE SEAT OFFER IS DECLINED, THE SEAT IS FORFEITED AND THE NEXT CHILD ON THE WAITING LIST SHALL BE CONTACTED. Your child's name will be removed from the list.

All families who are sent a seat offer will also receive a link to the 2018-2019 School Year Student and Family Agreement via *Survey Monkey*. The completion of the Student and Family Agreement is required as the seat acceptance to attend BDCHS.

I have two children in the same grade (or two in different grades on the waiting list). What happens if, after the initial lottery run, one child is offered a seat and the other one is further down on the list and there is not an opening at that time for his/her sibling?

If you accept the seat for the one, the second will be moved to the top of the waiting list and will be offered the next available spot. We cannot create a space for the second child.

(NOTE: Your child's placement at the top of the waiting list depends on how many other siblings were also moved based on the order of the selection.)

Can my child attend BDCHS if he or she attends an out of county public school?

If your child is selected and your child attends an out of county school, he or she must have permission to attend a school outside the county. Please contact the data processor/registrar for information on this process. The data processor/registrar will guide you through the process. Your child cannot be enrolled at BDCHS unless he or she is released from his/her school district *and* has received approval from the School District of Hillsborough County.

The funding allocated to the child by the state of Florida travels with him/her from school district to school district and must be accounted for using this approval process.

What happens if my child is placed on the waiting list, and we live in a different county?

If your child is placed on the waiting list, it is strongly recommended that you follow the same procedure as if your child was selected to attend BDCHS as described in the section above. Most of the movement on the waiting list occurs during the summer

months. Out of county assignment requests are approved at monthly school board meetings so it is a good idea to get a head start just in case you are contacted for an opening.

What if we live out of county, and we will be moving to Hillsborough County?

Residency in Hillsborough County must be established by the application deadline, January 12, 2018, 3 pm. If the child moves to Hillsborough County after the application deadline, the application will be placed at the bottom of the Hillsborough County waiting list after the lottery has taken place.

Am I notified each time my child moves up on the waiting list?

You will be able to view your child's place on the waiting list through *Lotterease*.

How am I notified if there is an opening?

Lotterease will send a seat offer by e-mail to notify the parent/guardian. If a seat offer is made after the start of the school year, the school counselor may contact you to review your child's course needs to ensure we have course availability. Once offered a seat, you will have the number of days outlined in the seat offer email to respond.

DURING THE APPLICATION AND SEAT OFFER PERIOD, ANY CHANGES TO YOUR EMAIL ADDRESS SHOULD BE UPDATED BY YOU IN LOTTEREASE.

My child was selected to attend BDCHS but was accepted to a magnet school. BDCHS is our first choice—what should I do?

Parents are required to contact the Hillsborough County Public Schools Choice Office in order to decline at the magnet or choice school (do not contact the school to which they were accepted directly). You may be asked to complete a form in order to officially decline the spot at the magnet program. If a parent does not formally communicate to the magnet office to decline the magnet spot, the child will automatically be assigned to the magnet program and will not be enrolled at BDCHS.

What if I decline the seat at BDCHS and then change my mind?

Unfortunately, if you decline, the next student is contacted and offered the seat. You are welcome to reapply and will be added to the end of the waiting list.

What if my child is not offered a seat for the 2018-2019 school year, and I would like to enter the lottery for the 2019-2020 school year?

Students wishing to apply for the 2019-2020 school year would need to reapply for the 2019-2020 school year using their existing *Lotterease* account. The next application period opens August 1, 2018.

How do I learn more about BDCHS and visit the school?

We encourage all prospective students and families to visit our school during a scheduled Prospective Student Open House. The open house is an opportunity to learn all about BDCHS and to take a tour with a Student Ambassador. The Prospective Student Open House begins promptly at the scheduled start time with a presentation and ends with a tour of the school. The Prospective Student Open House schedule can be found on the enrollment page of the school website, www.bdchs.org.

Valuable information about BDCHS can also be found on our website.

Does BDCHS offer shadowing?

We do not offer shadowing due to the large number of applicants and the need to preserve instructional time for our students.