

**STUDENT APPLICATION TIMELINE FOR CHOICE DISTRICTS  
For ENROLLMENT in the 2017-2018 SCHOOL YEAR**

Document Name/Process	From	Received by	Deadline
<u>Student Application</u>	Parent or Guardian	Choice District	12/1/2016
<u>Notice of Intent to Participate</u> (If registered in resident district public school or applicant is Tier 1)	Parent or Guardian	Resident District	
<u>Confirmation of Enrollment</u> for verification as Tier 1	Choice District	Resident District	12/6/2016
Resident District Verified <b>Confirmation of Enrollment</b> for verification as Tier 1	Resident District	Choice District	12/13/2016
Lottery held (if applicable)	Choice District	N/A	12/7/2016 thru 12/19/2016
<u>Notice of Conditional Acceptance, Rejection, or Wait Listing</u>	Choice District	Parent or Guardian	12/20/2016
<u>Student's Notice of Intent to Enroll</u> in the Choice District	Parent or Guardian	Choice District	1/6/2017
<b>Student's Notice of Intent to Enroll</b> in the Choice District <i>District note: send copy of each student's Intent form to his/her resident district</i>	Choice District	Resident District	1/16/2017
<b>Registration with Resident District</b> (If not already registered in resident district public school or applicant is Tier 2)	Parent or Guardian	Resident District	1/16/2017
<b>Enrollment Data</b> NJDOE data collection	Choice District	Department of Education	1/25/2017
<b>Transportation Requests</b>	Choice District	Resident District	3/15/2017

**Late applications:** Districts may accept late applications after the **December 1, 2016** deadline, however, no new applicants can be enrolled above the district's approved maximum enrollment for FY2018. Late applicants can be considered for enrollment only after those who applied before the deadline.

If, after the NJDOE data submission deadline of Jan. 25, 2017, any accepted choice students decide to drop their acceptance, the district may replace them with students on the waitlist, including students who applied after the December 1<sup>st</sup> deadline -- provided late applicants are considered after those who applied before the deadline.

**After the FY2018 NJDOE enrollment data collection on January 25, 2017, no additional choice seats can be added, with the following exception:** Districts that accept a student with a NJDOE-approved waiver of the application deadline may enroll the student at any time and may exceed the district's approved enrollment maximum. A student who is granted a waiver will be given priority over any waitlisted students. Parents can request a waiver form by emailing [pschoice@doe.state.nj.us](mailto:pschoice@doe.state.nj.us)