

**Tierra Pacifica Charter School**  
**2023 – 2024 Application to Enroll**

Tierra Pacifica is a free public school for families that choose to take an active role in their children's education.

*Please fill out a separate application for each child applying to TPCS.*

Date \_\_\_\_\_ Grade level 2022/23 \_\_\_\_\_ Grade Level 2023/2024 \_\_\_\_\_

**Student Name** \_\_\_\_\_ **Date of Birth** \_\_\_\_\_

**Parent/Guardian (Primary address)** \_\_\_\_\_ **Living with students?** Y N

**Street** \_\_\_\_\_ **City** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**Contact Phone** \_\_\_\_\_ **Email:** \_\_\_\_\_

1. Do you have a sibling currently attending TPCS? No \_\_\_ If yes, (Name/Grade) \_\_\_\_\_

2. Are you submitting any additional applications for siblings this year? Yes \_\_\_ No \_\_\_

If yes, please list names and grade levels \_\_\_\_\_

3. Did your child attend one of Live Oak School District's Preschool programs with subsidized enrollment? \_\_\_ If yes, fill out Permission to Verify Subsidized Enrollment form.

4. What is your child's school district of residence? (please use primary address) \_\_\_\_\_

Please initial below:

\_\_\_ I understand that I will be asked, but not required, to donate to Tierra Pacifica.

\_\_\_ I understand that I will be asked, but not required, to volunteer time at Tierra Pacifica.

\_\_\_ I have read and understand the application and lottery policies on the attached page.

Signed \_\_\_\_\_ Date \_\_\_\_\_

*For office use:*

*Date received* \_\_\_\_\_ *Email Confirmation* \_\_\_\_\_

*Smart Choice Login Information* \_\_\_\_\_

*The Tierra Pacifica Charter School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in its educational policies, admissions policies, scholarship and loan programs, and other school-administered programs.*

TPCS values diversity and would like your help. What is your child's racial and ethnic background? The following information is collected to help us track the effectiveness of our outreach efforts. This will not affect your application or enrollment.

Choose one Ethnic Identity: \_\_\_\_\_ Hispanic/Latino \_\_\_\_\_ Not Hispanic/Latino

Choose one or more Racial Identities:

\_\_\_ White \_\_\_\_\_ Asian \_\_\_\_\_ Black/African American  
\_\_\_ Native Hawaiian or other Pacific Islander \_\_\_\_\_ American Indian/Alaska Native

**Tierra Pacifica Charter School**

# **Application Process and Policies**

TPCS is a K-8 public charter school and enrollment is open to any applicant. The application deadline is April 15<sup>th</sup> of the year prior to anticipated enrollment. Applications received by April 15<sup>th</sup> will be used to fill any anticipated openings for the following school year. If there are more applicants than openings, a public lottery will be held to fill spaces and create a wait list. Applications received in the TPCS office by April 15<sup>th</sup> will be placed in the lottery. Siblings must submit separate applications and will be considered individually. Each applicant is allowed only one application per year. In the event of a second application, we will keep the first and discard the second. Only the first application submitted will be included in the lottery.

Lottery results are emailed via our lottery management software. Applicants will receive an acceptance letter, or a notification of placement on the waitlist. You must respond to your acceptance letter by the response deadline in order to confirm your enrollment. Siblings of enrolled students will be placed at the top of their grade level wait list.

Tierra Pacifica's charter provides for several priority levels in enrollment. Separate lotteries are drawn in each category in the following order:

- Siblings of existing students
- Children of TPCS staff
- Kindergarten applicants who attended LOSD State Preschools with subsidized enrollment
- Residents of Live Oak school district
- All other applicants

Applications that are received after the lottery deadline will be kept in the TPCS enrollment files. In the event that the wait list is exhausted to fill a mid-year opening, TPCS will hold a mini-lottery of late applications to create a new wait list.

New openings for the upcoming school year often become available in August. Families of waitlisted students will be notified as soon as the school becomes aware of these possible openings. In order to ensure that classes are fully enrolled on the first day of school, TPCS requires a 48-hour response time for spaces offered during summer break. Once an offer of enrollment is declined, the child's name is removed from the wait list. To be considered for future enrollment, a new application must be submitted.

## **School Tours and Classroom Visits**

TPCS holds informational meetings prior to the lottery deadline. Dates can be found at [www.tierrapacifica.org](http://www.tierrapacifica.org). There will also be several school tours led by school staff and students. If you wish to attend a meeting or tour, please call the office at (831) 462-9404 to schedule an appointment. Prospective families may not observe classes at other times. Detailed applications and enrollment information is available at our website [www.tierrapacifica.org](http://www.tierrapacifica.org).