



## **Admissions and Enrollment**

### **Enrollment Eligibility**

#### **Non-Discrimination Statement**

*C Cubed Training welcomes all students and strives to create and maintain a diverse student population. Enrollment in C Cubed Training is open to all students residing in the Colorado. Student recruitment and enrollment decisions shall be made in a nondiscriminatory manner as outlined in 22-30.5-507(3), C.R.S. In all cases, student recruitment and enrollment decisions shall be made without regard to disability, race, creed, color, sex, sexual orientation, gender identity, gender expression, national origin, language, religion, ancestry, need for special education services, or any other protected class.*

#### **Eligibility Statement**

*C Cubed Training serves grades 6 through 12. To enroll, students must meet the appropriate age requirements set forth by state law and C Cubed Training policy. C Cubed Training may approve enrollment of students eligible for Early Access in accordance with state law.*

#### **Priority Enrollment Statement**

*Students who are members of selected groups will be granted priority enrollment, in the following order:*

- 1. Siblings of currently enrolled students, which includes children whose primary guardian(s) are also the primary guardian(s) of other children already enrolled in the program (in the case of joint custody, primary guardians must have custody at least 50% of the time). This could include half-siblings, step-siblings, adopted siblings, cousins, nieces, or nephews being cared for by grandparents, etc.;*
- 2. Children of founding families, which includes children of the founding C Cubed Training team who completed at least thirty hours of volunteer work with C Cubed Training prior to the date by which Letters of Intent are due for Year 1 enrollment;*
- 3. Children of C Cubed Training employees, which includes children of staff or faculty members that work at least half-time, have full or joint custody of the child, and who started work on or before the first day of C Cubed Training of the year in which they are submitting the application.*

*In no case shall categories 2 and 3 exceed 20 percent of total enrollment. The processes for re-enrollment and priority enrollment will precede the [lottery, weighted lottery or first-come, first-served] enrollment process described below.*

### **Weighted Lottery Statement**

*In order to serve a diverse student body, cultivate respect for and interest in human diversity among students, and have a student population which reflects the geographic region, it is C Cubed Training's goal to serve approximately 20 percent of [economically disadvantaged students, students with disabilities, migrant students, English learners, neglected or delinquent students, or homeless students.*

*Students will be selected by information provided on the Intent to Enroll Forms submitted to C Cubed Training and by conversations with the parents.*

### **Application Process and Timeline**

#### **Process and Timeline Statement**

*Each year, C Cubed Training will establish and make publicly available an Enrollment Timeline. Families seeking to enroll must submit a completed Intent to Enroll Form by the deadline set forth in the Enrollment Timeline for enrollment in the subsequent C Cubed Training year. Families of current students seeking to re-enroll should complete an Intent to Re-enroll Form by the deadline set forth in the Enrollment Timeline.*

*C Cubed Training will use a variety of means to promote its enrollment process. The Enrollment Timeline, Letter of Intent Form, and instructions for submission of a Letter of Intent will be posted on C Cubed Training website during the fall of the preceding C Cubed Training year. C CUBED TRAINING will also use social media, community partnerships, parent newsletters, and other sources to promote the enrollment process. All communication and enrollment material will be available in English and OTHER APPLICABLE LANGUAGES.*

### **Selection Process (First-Come, First-Served)**

#### **First-Come, First-Served Selection Statement**

*If the number of Intent to Enroll forms exceed the number of available seats by the Intent to Enroll deadline, C CUBED TRAINING will use a waitlist priority system. Students with priority enrollment will be granted the first available spots (ONLY IF APPLICABLE). The remaining available spots will be granted according to the date and time in which the Intent to Enroll form was received, with the earliest having the first priority.*

*Once a student is selected, C CUBED TRAINING will attempt to contact the family using the contact information provided on the Intent to Enroll form on the same day as the student is drawn from the from waitlist. If the family cannot be reached on the same day, C CUBED TRAINING will continue to attempt to contact the family for the next four business days. If the family cannot be reached during that time, they will forfeit their child/children's enrollment and the child/children will be placed at the bottom of the waitlist. Notification to families will be made in the preferred language or mode of communication indicated on the Intent to Enroll form.*

*Note: After the October Pupil Count Day, no new students will be enrolled in C Cubed Training.*