



Edith Bowen Laboratory
Utah State University
6700 Old Main Hill
Logan, UT 84322-6700

School Phone: 435 797-3085
Fax: 435 797-3668
cehs.usu.edu/eb/

Application for Admission

Today's Date: _____

Name of Applicant: _____

Date of Birth: ____/____/____
Month / Date / Year

Applicant's grade in 2008/2009 school year: _____

Number of Siblings Applying For Admission: _____

Number of Siblings Currently Enrolled at Edith Bowen: _____

Name of Parents or Guardians: _____

Mailing Address:

Street: _____

City: _____ St: _____ Zip: _____

Home Telephone: _____

Email Address: _____

*It is the applicant's responsibility to keep the school informed of any changes in address or phone.

Please read the school's admission policy in its entirety prior to submitting this application. It can be found on-line at: cehs.usu.edu/eb/

Revised 12/09/2008 in compliance with HB 53A-1a-506.5

Utah State

UNIVERSITY

EDITH BOWEN LABORATORY SCHOOL
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General Admission Procedures

Admission is not limited based upon ethnicity, national origin, religion, gender, income level, disabling condition, proficiency in the English language or athletic ability. There is no tuition or fee charged for attending Edith Bowen Laboratory/Charter School except those allowed by law.

Edith Bowen Laboratory/Charter School will admit pupils based on the following criteria. A charter school shall give enrollment preference to children of founding members, actively enrolled pupils returning to the charter school in the second or any subsequent year of its operation and to siblings of pupils already enrolled in the charter school. If, by the application deadline, the number of applications exceeds the capacity of a grade level, all applications for that grade level, will be selected for the available slots through a lottery, except that preference as allowed in law shall be given. Any slots that become available following the deadline will be filled from the applicant pool by lottery with the exception of any children in the pool who would receive a preferred placement.

Edith Bowen Laboratory School is a “working laboratory” under the auspices of College of Education and Human Services at Utah State University, to facilitate teacher preparation and educational research. The school seeks to provide a unique and quality educational experience for every student enrolled. To accomplish this, Edith Bowen has established a specific Mission and Goal Statement.

The four basic goals of the mission are:

- I. To provide a high quality education for the elementary students enrolled.
- II. To provide a lab setting for the training of pre-service teachers.
- III. To conduct development activities and validate research utilizing a highly diverse student base in the areas of elementary education, curriculum development, teaching effectiveness, and related fields.
- IV. To disseminate broadly the results of research and innovative and effective school programs.

Eligibility/Procedures

Parents desiring to have children attend Edith Bowen must reside in the state of Utah and submit an application to the school for each child they wish to be considered for enrollment. Students will be placed in the appropriate grade level applicant pool and will be selected based on the following selection criteria:

Selection Criteria

The selection criterion is based upon two components: parental criteria and student criteria. Parents who make application for their children to attend Edith Bowen must agree to the following:

Parental Criteria

I. The Edith Bowen School benefits greatly from parent involvement in the school as PTA volunteers, room parents, field trip chaperons, special activity assistants, etc. Parents who make application to the school should be aware that positive **parental participation is encouraged and expected.**

II. One of the school’s prime objectives is to conduct educational research. One of the school’s main focuses in research is related to diversity and how a highly diverse student population interacts within the confines of the educational environment.

Educational research projects are chosen and overseen by the school’s principal and Governing Board. All research activities fall within the guidelines established for the school and meet both public school and University practices.

Parents who do not wish to have their children participate in any such research projects should not seek admission to the school.

Parents should also realize that the operation and organization of Edith Bowen is controlled to a great extent by its mission and its collaborative partners, (i.e., Utah State University, the College of Education, the Department of Education, the National Association of Laboratory Schools, and the Utah State Office of Education Charter Schools.) From time to time, Edith Bowen’s mission, goals and programs could change as dictated by the needs of these partners and conditions in the state.

III. Candidates for admission will be selected through the process outlined in this document. **Parents who have children included in an applicant pool should understand that in January of each year, they must, in writing,**

notify the school of their intent to have said children remain in the applicant pool. They must also notify the school, in writing, of any changes in residence, or phone number. **Parents who do not notify the school on an annual basis will have their child's application deleted from the pool.**

Should a parent want their child to be reinstated into the pool, the application will be dated to reflect the date on which the reinstatement was made.

It is also the responsibility of parents who have children in the school to notify the school, in writing, of any siblings entering into kindergarten or already of school age by making formal application for them.

Student Criteria

As a general rule, children in each grade level shall be admitted to that grade level by being chosen from the pool based on the school's selection criteria. Any admissions to the school are proctored by a designated representative from the College of Education.

A. Grade Level: Following the kindergarten lottery, openings are based on students withdrawing from the school. Therefore, any openings are dependent upon what grade the child that withdrew from the school was enrolled in.

B. Siblings: Edith Bowen desires to keep family units together as much as possible. Priority shall be given to children who have a sibling(s) attending Edith Bowen. However, if a child is admitted from the pool for a given school year, that child's brother(s) or sister(s) shall be given priority when space becomes available.

Children who have brothers or sisters who attended Edith Bowen in the past, but who would not be enrolled during the same school year, shall not have priority status, but shall be considered for admission based on their selection from an open lottery. The "Sibling Priority Rule" shall not apply to that child. For example, a sibling of a 5th grade student entering kindergarten the following school year.

Application for Kindergarten

Kindergarten applications for the upcoming school year will be accepted during an open period from January 1 through the third Friday in February of each year. All non-sibling applications received will be entered into a lottery to fill openings in the kindergarten classes. Those applicants not selected will be included in the applicant pool for future placement by lottery. Applicants should be aware that they will need to keep this application active by sending in a letter of intent each January following. Parents applying for kindergarten admission must understand the following items:

1. Siblings will be given priority, as stated in the previous procedures. All other openings for kindergarten admission will follow stated procedures.

A) For any child to be granted sibling status, a child within the same family must be currently enrolled at EBLS in grades Kindergarten through fourth grade.

B) Should a child who was previously enrolled at the school, but is now in the applicant pool for reasons related to a leave of absence or sabbatical, have a sibling that will enter into kindergarten in the fall of the next school year, the kindergarten age child will not be given sibling placement for the lottery. Said child will be placed into the applicant pool. Sibling status would not be given unless the previously enrolled child is re-enrolled at the school.

2. Selection of kindergarten students will be done in March, with notification sent out approximately the second week of the month.

3. Children entering Edith Bowen must be five years of age on or before September 1, of their entry year, (Utah State Law 53A-3- 402[5]). All children must be examined by a licensed physician and certified free of any contagious disease and have their vision screened. Immunization records and valid birth certificates (Utah State Law 53-22a-2) shall also be required prior to admission to kindergarten.

4. No deferments will be allowed for students who have been selected for admission to the school. If the position is declined, the child will be either deleted from the pool or must be included in future lotteries. All criteria for new placements will apply to the child at that time. Students, enrolled at the school, whose families receive a job related leave of absence must apply through the lottery process for readmission at the time of their return.

Grievance Procedure

1. Any appeals to the admission process must be made in writing to the principal of the school. After consultation with the principal, if further review is needed an appeal may be made to the Governing Board. Decisions of the Board will be final.

2. Failure of a parent to comply with the Edith Bowen Admission Policy, or the willful providing of false or misleading information, shall constitute the basis for denial of admission.

Revised 2/6/08