

Regulation

ASSIGNMENT OF THE STUDENTS TO PASSAIC PREPARATORY ACADEMY AND
PASSAIC ACADEMY FOR SCIENCE AND ENGINEERING

All Passaic resident students who wish to enroll in Passaic Preparatory Academy or Passaic Academy for Science and Engineering are required to complete online applications that will assist the district in administration of the placement process. Other nonresident students may apply to either school during the application period and following the procedures as outlined in the Nonresidents Policy (File Code 5118).

The dates for application submission will be published each year and all applications must be submitted within the timeframe indicated. Applications must be submitted online and parents will be able to use district computers to complete the application if necessary. Information sessions will be held at each school and interested parents/guardians and students will be invited to attend any or all of these sessions.

Student assignment will depend strictly on program capacity and the established program requirements for each school. No student attending the Passaic Public Schools shall be denied access to, or benefit from, any educational or vocational program solely on the basis of race, creed, color, national origin, ancestry, age, gender, place of residence within the district, socioeconomic status, or disability.

Guidelines for Selecting a School

- Applications will be accepted for openings in all grades except 12th grade during the open application period.
- A student may apply to all of the programs concurrently. An application will only be considered for those programs for which the application is complete.

Application Process

- An application will be considered when the application form has been submitted online.
- The Superintendent and his/her designee will identify a committee through which all applications will be reviewed.
- All applicants and their families will be notified as to the status of their acceptance, wait list, or non-acceptance.
- Notification of acceptance will be sent no later than June 1st to all students who submitted completed applications as described above and did so within the stated timeframe.
- Parents/Guardians of students accepted into the Passaic Preparatory Academy, and the Passaic Academy for Science and Engineering must accept placement within 14 calendar days.
- Students placed on the wait list, or not accepted, must reapply for the next school year.

ASSIGNMENT OF THE STUDENTS TO PASSAIC PREPARATORY ACADEMY AND PASSAIC ACADEMY FOR SCIENCE AND ENGINEERING (continued)

Established Guidelines for Application to Passaic Preparatory Academy and Passaic Academy for Science and Engineering for Grades 6-8:

- Students who wish to enroll in Passaic Preparatory Academy and Passaic Academy for Science and Engineering must agree to maintain a minimum grade point average (GPA) of 2.0/C/73% or higher. If the GPA falls below 2.0/C/73%, students will be required to attend mandatory academic support programs that may occur after school, on Saturdays, and/or during summer.
- Students that apply and are accepted into the program with a GPA lower than 2.0/C/73% will be required to attend summer programming prior to enrollment in the following school year.
- Students who wish to transfer between schools at any point must complete the application process for the grade they wish to enter.
- Applicants must agree to participate in an academically rigorous course sequence that may include a significant number of honors-level and Advanced Placement courses and must participate in a full day schedule every school year (i.e., In a 9-period day, students must participate in 8 periods of instruction; in a 10-period day, students must participate in 9 periods of instruction).

Established Guidelines for Application to Passaic Preparatory Academy and Passaic Academy for Science and Engineering for Grades 9-12:

- Students who wish to enroll in Passaic Preparatory Academy and Passaic Academy for Science and Engineering must agree to maintain at least a grade point average (GPA) of 2.0/C/73% or higher. If the GPA falls below 2.0/C/73%, students will be required to attend mandatory academic support programs that may occur after school, on Saturdays, and/or during summer.
- Students that apply and are accepted into the program with a GPA lower than 2.0/C/73% will be required to attend summer programming prior to enrollment in the following school year.
- Beginning in the 2019-2020 school year, students enrolled in the Passaic Preparatory Academy or Passaic Academy for Science and Engineering who successfully complete grade 8 and are promoted with a minimum GPA of 3.0/B/83% or higher will be automatically enrolled into grade 9 at the school they are currently enrolled in.
- Students who wish to transfer between schools at any point must complete the application process for the grade they wish to enter.
- Applicants must agree to participate in an academically rigorous course sequence that may include a significant number of Honors, Advanced Placement, and Dual Enrollment college credit courses and must participate in a full day schedule every school year (i.e., In a 9-period day, students must participate in 8 periods of instruction; in a 10-period day, students must participate in 9 periods of instruction).

Evaluation of Applications

- Applications will be scored and ranked based on a student's academic records, standardized test performance, and application essay (See 6150b Exhibits A-D).
- Students currently enrolled in schools outside of Passaic Public Schools may be asked to submit assessment scores, participate in a comparable academic assessment, or both in order to be considered.

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ACADEMY AND PASSAIC ACADEMY FOR SCIENCE AND ENGINEERING (continued)

- Students will be required to submit an essay that will be reviewed using an applicable rubric (6150b Exhibit D).
- Applications to the Passaic Preparatory Academy will be calculated in the following way:
 - 35% Math Assessment
 - 35% English Language Arts (ELA) Assessment (or comparable literacy assessment in a native language)
 - 30% Essay(s)
- Applications to the Passaic Academy for Science and Engineering will be calculated in the following way:
 - 40% Math Assessment
 - 40% Science Assessment
 - 10% English Language Arts Assessment (ELA) (or comparable literacy assessment in a native language)
 - 10% Essay(s)
- After the applications are calculated as described above, the scores will be ranked from highest to lowest. Acceptance and wait lists will be determined based on rank order and available spaces at each of the schools.
- Conditional Acceptance:
 - In the 2018-2019 school year it will be essential that the district ensures the continuity of course sequences for specific programs or pathways. In recognition that some programs include specific prerequisites, classroom space, equipment, or staffing, a conditional acceptance process has been created.
 - For 2017-2018 Passaic High School students enrolled in the Biotechnology, Aerospace Engineering, or Biomedical Science, the district may provide conditional acceptance in the Passaic Academy of Science and Engineering to ensure that students may participate in the next course in the sequence.
 - Conditional acceptance will only be made for students not accepted through the ranking process. Such a conditional acceptance program will not affect the acceptance of the highest ranked applicants.
 - In order to be considered for conditional acceptance, students must apply to the Passaic Academy for Science and Engineering, attain a passing grade on the prerequisite course(s), and adhere to all requirements listed throughout Board Policy 6150 and Regulations 6150a and 6150b.
- A student may apply to, and be accepted into more than one application school, however, the parent/guardian may only accept one placement for their child.
- A student will not be enrolled into the school until the parent/guardian has returned the signed acceptance letter.
- All timelines provided through acceptance communications will be strictly adhered to; failure to return documents by the designated time will result in a forfeiture of both the position on the ranking list and subsequent enrollment in the school.

First Reading:	January 29, 2018
Second Reading:	February 26, 2018
Adopted:	February 26, 2018

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Legal References: N.J.S.A. 18A:33-1 District to furnish suitable facilities; adoption of
course of study

Cross References: 2224 Nondiscrimination/affirmative action
4113/4213 Assignment; transfer
4114/4214
5145.4 Equal educational opportunity
6000/6010 Goals and objectives
6130 Organizational plan
6142.2 English as a second language; bilingual/bicultural
6151 Class size
6171.2 Gifted and talented
6171.4 Special education