



2200 Eureka Way · Redding, CA 96001 · 530.245.2790 · Fax: 530.245.2791 · [www.uprep.net](http://www.uprep.net)

## University Preparatory School

### 2012-2013 Admissions Policy and Application Checklist

These forms must be completed for application to be valid:

- Application for Admission
- Student Participation Survey

After student's application is accepted or randomly selected, in case of lottery, the following must be completed to maintain acceptance status:

- Registration Form
- Emergency Card

#### Admission Policy:

- Students will be considered for admission without regard to race, ethnicity, national origin, gender, or disability.
- University Preparatory School will actively recruit a diverse student population from families who understand and value the school's mission and are committed to the school's broad-based approach to a classical education.
- Students and parents will complete an application packet, to be reviewed by University Preparatory School staff.
- Admission to the school will be open to any 6 -12<sup>th</sup> grade student in Shasta County or adjacent counties who has completed the application process.
- The school will grant admission preference during the first application period to currently enrolled students, siblings of students currently enrolled, and children of the school's faculty.
- Parents guarantee that the information represented in the application and surveys is accurate.
- The decision to readmit a pupil or admit a previously expelled pupil from another school, school district or Charter School shall be in the sole discretion of the Governing Board following a meeting with the Superintendent/Principal and the pupil and guardian or representative to determine whether the pupil has successfully completed the rehabilitation plan and to determine whether the pupil poses a threat to others or will be disruptive to the school environment. The Superintendent/Principal shall make a recommendation to the Governing Board following the meeting regarding his or her determination. The pupil's admission is also contingent upon University Preparatory School's capacity at the time the student seeks admission.

**2012-13 Applications will be available online ([www.uprep.net](http://www.uprep.net))  
and in the office on December 1, 2011**

#### APPLICATION DEADLINES:

First Application Period: All forms must be postmarked, Faxed (245-2791), or received by **January 31, 2012.**

Second Application Period: All forms must be postmarked, faxed, or received by **February 29, 2012.**

Open Application Period: Applications will continue to be accepted after the second application period. Students who apply after February 29, 2012, will automatically be placed on a waiting list after students who were drawn during the lottery. Placement on this list is determined by the date the completed application is received.

If the number of applications exceeds the available spaces in one or more grades, attendance, except for existing pupils of the school and students with preferences shall be determined by a public, random drawing of all prospective students who have completed the application process. The Lottery process is explained in detail in the charter.

**Applications received during the First Application Period  
(December 1, 2011 - January 31, 2012) are in the first draw.**

**Lottery Process**

All applicants who are exercising a preference must submit their applications by January 31, 2012.

Preferences are:

- Siblings of current student. Sibling preferences may not be exercised by student applicants who have previously attended U-prep and subsequently transferred to another school.
- Children of U-Prep faculty.
- Students who were in the lottery the previous year, and remained on the waiting list all year. If a student was offered a space and declined it, he or she no longer has this preference.

All other qualified applicants who submit a completed application by January 31, 2012, are considered to be in the First Draw.

**First Draw**

Current students, who have indicated that they are returning to U-Prep, keep their status as enrolled students. Applicants, who have preferences and have applied by January 31, 2012, are next to be enrolled. The remaining spaces are open to lottery. If the remaining spaces can accommodate all of the first draw applicants, they will be admitted on February 1, 2012. If First Draw applicants exceeded the number of available spaces, they are drawn before students who applied after the First Draw deadline (January 31, 2012).

**Second Draw**

All applicants not accepted by February 1, 2012, are drawn randomly and assigned a number. If First Draw applicants exceeded the number of available spaces, they are drawn before students who applied after the First Draw deadline (January 31, 2012). All Second Draw applicants are then drawn and assigned a number. Students who are not enrolled are put on a waiting list based on their number; they will be called as spaces open. When notified about an available space, parents have two days to respond; if no response is received, the space will be forfeited and the student placed on the bottom of the waiting list.

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Email: slanzi@suhsd.net  
Website: <http://www.uprep.net>

**Please keep this application checklist/admissions policies information sheet.**

If requested, parents/guardians may receive a dated photocopy of their application for admission at the time of application or by return mail.



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# University Preparatory School

## 2012-2013 Application for Admissions

Applying for grade:  6<sup>th</sup>  7<sup>th</sup>  8<sup>th</sup>  9<sup>th</sup>  10<sup>th</sup>  11<sup>th</sup>  12<sup>th</sup>

*Please print clearly or type*

### STUDENT INFORMATION

Student's Name: \_\_\_\_\_  Male  Female  
First Middle Last

Physical Address: \_\_\_\_\_  
Number/Street City State Zip

Mailing Address: \_\_\_\_\_  
Number/Street City State Zip

Home Phone: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age (August 2012): \_\_\_\_\_

Present School: \_\_\_\_\_ Present School Fax Number: \_\_\_\_\_

Public School District in which the student lives: \_\_\_\_\_

Has your child attended U-Prep in the past:  Yes  No

Name(s) of sibling(s) applying to U-Prep: \_\_\_\_\_

Name(s) of sibling(s) currently enrolled at U-Prep: \_\_\_\_\_

<p><b>PARENT ONE</b> <input type="checkbox"/> <i>Check if address/home phone is same as student</i></p> <p><input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Dr. <input type="checkbox"/> Other _____</p> <p>Name: _____</p> <p>Home:/Mailing Address (if different): _____</p> <p>_____</p> <p>Home Telephone: _____</p> <p>Email: _____</p> <p>Occupation: _____</p> <p>Employer (if self employed, list company name): _____</p> <p>_____</p> <p>Work Telephone: _____ Ext: _____</p> <p>Cell Phone: _____</p>	<p><b>PARENT TWO</b> <input type="checkbox"/> <i>Check if address/home phone is same as student</i></p> <p><input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Dr. <input type="checkbox"/> Other _____</p> <p>Name: _____</p> <p>Home:/Mailing Address (if different): _____</p> <p>_____</p> <p>Home Telephone: _____</p> <p>Email: _____</p> <p>Occupation: _____</p> <p>Employer (if self employed, list company name): _____</p> <p>_____</p> <p>Work Telephone: _____ Ext: _____</p> <p>Cell Phone: _____</p>
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**STUDENT LIVES WITH** *(check any that apply)*

Both parents  Parent 1  Parent 2  Guardian  Other (relationship): \_\_\_\_\_

**REFERRED BY**

How did you hear about U-Prep?  Referred by: \_\_\_\_\_

Other (please specify): \_\_\_\_\_

Current Math Class: \_\_\_\_\_ Current Math Grade: \_\_\_\_\_ Current GPA (grades 9-12 only): \_\_\_\_\_

Is your son/daughter currently receiving or has he or she received special services in the past?

Yes  No If yes, please check which type(s):

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Resource Specialist | <input type="checkbox"/> Speech and/or Language | <input type="checkbox"/> Auditory Processing Problems  |
| <input type="checkbox"/> Special Day Class   | <input type="checkbox"/> Chapter I/Title I      | <input type="checkbox"/> Visual Perception Problems    |
| <input type="checkbox"/> Gifted/Talented     | <input type="checkbox"/> Indian Education       | <input type="checkbox"/> Behavioral Intervention Plans |
| <input type="checkbox"/> Adaptive P. E.      | <input type="checkbox"/> 504 Designation        | <input type="checkbox"/> Other _____                   |

Does your student have a current IEP?  Yes  No

**Has your student had an IEP in the past?**  Yes  No

Has your student been expelled or asked to leave another school or district?  Yes  No

**Is your student currently on probation or has he/she ever been?**  Yes  No

Has your student ever had a SARB contract?  Yes  No

**Has your student been retained?**  Yes  No

Has your student been moved forward one or more grades?  Yes  No

**Has your student been enrolled in a gifted/talented program?**  Yes  No

Does your student plan to play sports while attending U-Prep?  Yes  No

Please list: \_\_\_\_\_  
\_\_\_\_\_

**MISSION STATEMENT & SIGNATURES**

Our Mission: U-Prep is dedicated to providing a rigorous, content-rich, college preparatory education for all students who are willing to accept the challenge.

**I am willing to accept the challenge.**

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I hereby testify that the aforementioned statements and responses on this application are true and accurate to the best of my knowledge. I understand that if these statements are found to be false, the application will be removed from consideration prior to enrollment.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

For School Use Only:

Date Application was received: \_\_\_\_\_ By \_\_\_\_\_



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## University Preparatory School

### Student Participation Survey

Student Name: \_\_\_\_\_ Grade in 2012-2013: \_\_\_\_\_

*We would like to know what your interests are.*

#### **SPORTS**

What sports have you participated in (please list)? \_\_\_\_\_

\_\_\_\_\_

What sports would you like to participate in while attending U-Prep? \_\_\_\_\_

\_\_\_\_\_

*Sports Available (6<sup>th</sup> – 8<sup>th</sup> grade) are baseball, basketball, cheerleading, cross country, flag football, soccer, softball, track and field, and volleyball.*

*Sports Available (9<sup>th</sup> – 12<sup>th</sup> grade) are baseball, basketball, cheerleading, cross country, football, golf, ski/snowboard, soccer, softball, swimming, tennis, track and field, volleyball, wrestling.*

#### **CLUBS**

What clubs or outside community service organizations have you participated in? \_\_\_\_\_

\_\_\_\_\_

What clubs would you like to participate in at U-Prep? \_\_\_\_\_

\_\_\_\_\_

*Clubs available at U-Prep (6<sup>th</sup>-8<sup>th</sup> grade) are student government, big brother big sister, conflict management, intramurals, mountain biking, Christian club, math counts, Odyssey of the Mind and "The Spot."*

*Clubs available at U-Prep (9<sup>th</sup>-12<sup>th</sup> grade) are student government, big brother big sister, Christian club, conflict management, creative writing, interact, link crew, math, science, mock trial, mountain biking, Odyssey of the Mind, peering mentoring, robotics, world languages.*

#### **VISUAL/PERFORMING ARTS**

What visual or performing arts have you participated in? \_\_\_\_\_

\_\_\_\_\_

What visual/performing art classes would you like to participate in at U-Prep? \_\_\_\_\_

\_\_\_\_\_

*Visual/Performing Arts available at U-Prep (6<sup>th</sup>-8<sup>th</sup> grade) are art, dance, drama, band (prep, jazz, concert), drum corps, choir, strings, orchestra, guitar.*

*Visual/Performing Arts available at U-Prep (9<sup>th</sup>-12<sup>th</sup> grade) are art, dance, drama, band (jazz, concert), drum corps, choir, guitar, orchestra.*

*We would like to ask you a few questions.*

1. Why do you wish to be a student at University Preparatory School?

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2. What is something you have done that gives you a sense of pride? Explain what you did.

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3. What will you do to ensure your success at University Preparatory School?

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4. What are your favorite academic subjects and why do you like them?

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### Parent Participation Requirements

At University Preparatory School, community members, staff, students, and parents work together to fulfill the mission of the school. Parent involvement supports school events while contributing to the purposeful and caring environment. **The U-Prep School Board instituted a ten (10) hour per year family participation requirement (June 2008).**

This requirement can be fulfilled in a variety of ways, including:

- Driving students for field trips or sports.
- Helping with school or Foundation events.
- Committing to purchasing scrip through the Foundation program.
- Donating money to the Foundation.
- Purchasing and donating scrip to the perfect attendance program.
- Purchasing supplies from the wall of wishes.
- Working on school fine/performing arts events.

**U-Prep** is an educational **community** invested in developing **confident, capable,** and **compassionate citizens.**

## **FREQUENTLY ASKED QUESTIONS**

### **Who can apply?**

All students entering grades 6-12, who currently reside in Shasta and its adjacent counties will be given the opportunity to apply for enrollment regardless of race, color, national or ethnic origin, religion, gender, social or economic status, or special needs.

### **How do I apply?**

All new students wishing to attend U-Prep must fill out an application and submit it during the first enrollment period from the first school day December to the last school day in January or during the second enrollment period from the first school day in February until the last school day in February. Students who apply during the enrollment periods may be placed in the lottery if requests for admission exceed available spaces.

### **How does the lottery work?**

If University Preparatory School is over-subscribed (has more applicants than the spaces available) at the end of the first enrollment period, then all of those applications, received during the first enrollment period, will go into the first lottery to be given a place or assigned a number on the waiting list. If University Preparatory School is over-subscribed at the end of the second enrollment period then all applications go into the lottery, with all of the applications from the first enrollment period (beginning in December and ending in January) being drawn first and then all of the applicants from the second enrollment period (February) being drawn second.

### **When is the lottery?**

The public lottery for an over-subscribed first and/or second enrollment period will be held in March. Applicants are invited to attend but it is not mandatory.

Enrollment in U-Prep is granted in the following priority order:

1. Returning students
2. Siblings of currently enrolled students who applied during the first enrollment period
3. Children of University Preparatory School faculty
4. Applicants who participated in the previous lottery and remained on the waiting list for the entire school year will be moved to the current year's waiting list; maintaining their order from the previous year's waiting list, after numbers are assigned to those with preferences. This does not include students who were offered a space and declined.

**My student has straight A's; does he/she have a better chance of getting in than those with lower grades?**

No. U-Prep is a public school, open to any student who resides in Shasta and its adjacent counties. We do not give priority to students based on grades or other talents/skills.

**When will I know if my student has been accepted?**

All students will be notified of their acceptance or position on the waiting list within two weeks of the lottery.

**What happens after my student has been accepted?**

Once a student has been accepted, he or she has to complete the following steps to be enrolled. Registration forms and course requests must be completed and returned by the date specified in the acceptance letter. Most students are contacted to schedule an appointment for math placement testing. The information provided on the application form will be verified when the student's records from his or her previous school are received. After these steps have been completed, the student will be enrolled in classes at U-Prep.

**Is there an orientation before school begins?**

There are several ways to become familiar with the school including tours, and shadowing opportunities. Some 6<sup>th</sup> graders are invited to a math review camp in August; all 6<sup>th</sup> graders have a testing day and a social in the spring. Ninth graders will be invited to \_\_\_\_\_ and Link Crew activities in August. All students attend the Arena Day in August to pick up their class schedules, sign up for activities, and purchase items such as PE clothes, yearbooks, and student body cards. School pictures are also taken on Arena Day. *Information about the activities for your student will be sent to you.*

Parents are encouraged to visit the school website and sign up for Constant Contact emails about events, sports, tryouts, and auditions. We encourage families who have a student entering U-Prep in August to attend school events prior to starting school.

**Will you let me know when my student moves up on the waiting list?**

We do not notify parents each time a student moves; however, you may call to get an update on your student's position on the list.

**If my student is number 5 on the list, how long will it take to move to the top and be admitted?**

The waiting list can change quickly or slowly depending on a number of variables. There is no way to predict how fast the list will change or when your student may move into the first position.

**What happens when there's an opening and my student is at the top of the waiting list?**

Throughout the school year, when an opening becomes available, the next student on the waiting list for the appropriate grade will be notified of his or her status and given two days to respond with the intent to fill the slot. After that time, a student who does not respond will be moved to the bottom of the list and the next student will be notified. No student, currently enrolled in a local school, will be admitted to the school after the fourth quarter has begun.

**Are there special requirements (such as fees, tuition, uniforms) my student must meet to attend U-Prep?**

No. As a public school, U-Prep does not charge tuition, require uniforms or collect fees. Students may purchase PE shorts and shirts or wear their own dark blue shorts and gray shirts. Students must wear appropriate (athletic) shoes to be able to participate safely in physical activity.

**Does U-Prep offer sports? If so, what sports?**

U-Prep offers all major sports that are played in the local area at both the junior high and high school level. At the junior high level, grades six through eight, we offer baseball, basketball, cheerleading, cross country, flag football, soccer, softball, track & field, and volleyball. The high school offers those same sports, substituting tackle football for flag, and adding golf, ski/snowboard, swimming, tennis and wrestling.

**Does U-Prep require parents/guardians to volunteer time?**

U-Prep has a family participation requirement of 10 hours per year. This requirement can be fulfilled in a variety of ways including driving students for field trips or sports, helping with school or Foundation events, committing to purchasing scrip through the Foundation program, donating money to the Foundation, purchasing and donating Scrip to the Perfect Attendance program, and working on school fine/performing arts events. Often parents or guardians will choose a project based on their own interests. For instance, one parent took the staff pictures for the website. Another parent builds the sets for the annual musical.

**What if I can't meet the 10 hour requirement?**

Occasionally, circumstances such as having a job out of town or limited transportation make it difficult for the parent/guardian to fulfill the 10 hour requirement. Any family member, including the student, can contribute to the 10 hour requirement. We have had students help out in the office or on projects in order to meet this obligation.

**If I have more than one student at U-Prep, do I have more participation hours?**

No, a family never has more than an annual 10 hour requirement.

## **Where do I find information about courses, school rules, and schedules?**

Each year the school office staff prepares a packet that contains handbooks, calendars, emergency cards, schedules, and other important information. This packet is available before Arena Day, which is usually the second Monday in August. We encourage parents/guardians to pick up their packet in advance of Arena Day. This will give you an opportunity to complete paperwork and will shorten your time at Arena Day. Handbooks, calendars and bell schedules are also accessible on our website.

## **What is the Foundation?**

The U-Prep Educational Foundation is a non-profit organization that supports the mission of the school. Through fundraising, the Foundation has provided funds for special projects or materials, underwritten the cost of the college trips, and contributed to various school wide goals.

## **How can I get involved with the Foundation or other parent groups?**

The Foundation meets once a month and welcomes new parents; you may sign up to buy scrip or help with Foundation's auction dinner by clicking on their link on the school's website ([www.uprep.net](http://www.uprep.net)). Other parent groups are the Athletic Boosters, Music Boosters, the Sober Grad Committee, and the Theater Arts Boosters Club. Contact our main office (245-2790) for information about how you can become involved. The U-Prep School Board meets monthly; agendas and minutes are posted on the website