

# Lincoln International High School Enrollment and Admissions Policy

Policy Adopted: 01/12/21

Policy Updated: 02/12/26 (The word highlighted in blue is an amendment still requiring board approval by the March 2026 board meeting).

## I. PURPOSE

Lincoln International Charter School is a public charter high school that maintains an open enrollment policy as required by state law. Lincoln International High School shall enroll eligible applicants who submit timely applications unless the number of applications exceeds the program capacity. High school students of ages 14-21 are eligible to enroll in accordance with MN statute 120 A.20. Admission procedures are nonsectarian, nondiscriminatory, and tuition-free.

## II. ENROLLMENT PROCESS

- A. The school encourages enrollment at the start of a semester but accommodates students who enroll after the school semester begins until capacity is reached.
- B. Open enrollment for a new academic year begins the second Monday of January each year for new students.
- C. Lincoln International High School shall enroll an eligible student who submits a timely application, unless the number of applications exceeds the capacity of a program, class, grade level, or building. In this case students must be accepted by lot.
- D. An admissions lottery will occur on the second Thursday of **March** each year. The maximum number of students for each grade is 200; with the total maximum capacity of the school also being 200 students. Lottery priorities will include the following:
  1. Lincoln International High School shall give enrollment preference to siblings of an enrolled student and to a foster child of an enrolled student's parents.
  2. Lincoln International High School shall give preference to children of school staff before accepting other students by lot: MN Stat: 124E.11. A staff member eligible for an enrollment preference for their child, including a foster child, must be an individual employed at the school whose employment is stipulated in advance to total at least 480 hours in a school calendar year.
  3. Waiting lists do not carry over from year to year. Each waiting list is subject to a lottery and is redrawn during each year's admission process.

- E. Except as permitted in paragraphs (D) and (I), Lincoln International High School will not limit admission to pupils on the basis of intellectual ability, measures of achievement or aptitude, or athletic ability and may not establish any criteria or requirements for admission that are inconsistent with this section.
  
- F. Lincoln International High School will not distribute any services or goods, payments, or other incentives of value to students, parents, or guardians as an inducement, term, or condition of enrolling a student in a charter school.
  
- G. Once a student who resides in Minnesota is enrolled in Lincoln International High School through grade 12, the student is considered enrolled in the school until the student formally withdraws, the school receives a request for the transfer of educational records from another school, the school receives a written election by the parent or legal guardian of the student withdrawing the student, or the student is expelled under the Pupil Fair Dismissal Act in sections 121A.40 to 121A.56.

Statutes:

124E.11(b)-admission requirement and enrollment.

124E.11(c)-admission requirement and enrollment.

120A.20. Sub 1(a)3-Admission to Public School.