

*FINAL - adopted by Board on December 16, 2015*

### **HCA Policy- Mid-Year Enrollment**

For the 2015-16 school year, there will be no mid year enrollment. For all following school years, the following policy will be in place.

HCA is funded according to our October 1st count. Our total enrollment count on that date each year will serve as the baseline enrollment number for that year.

When openings become available after October 1, HCA will:

- Accept students up to the October 1 count #, based on their position on the waiting list;
- Not accept new students after Feb 15;
- Consider all opening as divisional, rather than grade level openings. For example, if an 8th grader leaves the school, the opening would go to the next person on the waiting list in grade 6, 7 or 8; similarly, if a student in grade 9, 10, 11, or 12 leaves, that position will be filled by the first student on the waiting list for grades 9,10, or 11;
- Not fill mid year openings with students looking to join us for 12 grade, as our Div 3 structure requires a full year of enrollment for successful completion.