

How our Admissions Lottery will work:

Prior to our April 7 lottery, all applicants will receive written confirmation of their application to our lottery including confirmation of in-district or out-of- district (school district) as selected by the applicant. It is the responsibility of each family to check and verify district residency (whether student applicant resides **in-district** or **out-of-district**) by entering the home address at nyc.gov. *Following our April 7 lottery, admitted students will be required to provide us with proof of residency*.*

* PROOF OF DISTRICT RESIDENCY, Accepted Documents:

- A **residential utility bill** (gas or electric) in the resident's name issued by National Grid, Con Edison or the Long Island Power Authority
- **Document on letterhead from federal, state or city agency** – including City Housing Authority or the Human Resources Administration – **which states home address**. *All must be valid within 60 days of submission to us.*
- An **original lease** agreement, deed or mortgage statement for the residence (*of any date*).
- A current **property tax bill** for the residence or a water bill for the residence which *must cover the time period including date of application submission*
- A **water bill** for the residence *valid within the last six months*

IF SUBLETTING OR RESIDING IN A HOME WHERE THE PARENT IS NOT A LEASE-HOLDER: You must provide a notarized "Address Affidavit" signed by both the primary leaseholder and the parent affirming that the family is residing in this home, **and submit one of the forms of proof above that shows the leaseholder's name.**

The following are NOT acceptable forms of proof of address:

- Cable bill
- Driver's license
- Letter from an employer
- Medical or insurance card
- Phone bill

All applications for incoming sixth and seventh graders, received by 5:00 pm on April 1, will be entered into our April 7th lottery drawing. At that time, numbers will first be assigned to **in-district applicants** and then to **out-of-district applicants**. Each applicant will be informed, by email and by standard letter, of the lottery number assigned to his or her application and seats will be offered as described below.

LOTTERY DAY:

On April 7th Brooklyn Prospect will hold its annual lottery drawing at the school facility. The process will begin at 12:00 noon. Student applicants and their families are welcome to attend.

For rising sixth grade students:

- The first 110 applicants drawn and assigned **numbers 1-110 will be immediately offered a seat** in our fall 2010 sixth grade class.
- The next batch, **numbers 110+ will be waitlisted** while middle school decisions and residency confirmations are made.
- All applicants who receive a lottery number of 1-150 will be invited to an accepted students evening which will be held at the school prior to the deadline for submission of enrollment contracts.
- Subsequent admissions will happen on a rolling admissions basis throughout the summer. Students can receive offers of admission at anytime, including into the fall of the school year for which they apply.

For other grades:

- Applicants will be drawn and assigned numbers
- Seats will be offered to fill any openings in those existing grades

??? ADMISSIONS QUESTIONS ???

Please CONTACT:

EMAIL: admissions@brooklynprospect.org

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POSTAL SERVICE:

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3/2010