

## **Lottery Policy**

**Revised:** December 2025

Minnesota Online High School follows an enrollment process that first requires students to enroll and be accepted based on space limitations prior to completing any enrollment paperwork. This is the procedure to ensure that any identifiable information is not collected until such time as the student is accepted into the charter school and for enrollment purposes.

Minnesota Online High School as a public charter school entity accepts all students if they meet age and grade determinations. MNOHS serves students in grades 9-12. MNOHS serves students domiciled in the state of Minnesota and eligible to generate general education funding.

Grade and age verifications are completed upon enrolling at MNOHS through a comprehensive records review that may include immunization records, birth certificates and other records.

### **Recruitment Practices**

The charter school or any agent of the school must 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.

### **Lottery Procedures**

The Executive Director will establish a spring enrollment deadline for the following school year and a lottery process to be implemented should the capacity of the school as defined above, or of any grade or program, be insufficient to meet the needs of confirmed applicants who have chosen comprehensive enrollment by this deadline.

### **Enrollment Preferences:**

Minnesota Statutes 2021, section 124E.11(c) establishes certain preferential situations in which specific students must be given preference in admission over other students in the lottery pool.

Enrollment preference are as follows:

A sibling of an enrolled student.

Foster child of an enrolled student's parents.

Children of the school's staff including foster children. Note: 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.

Foreign students with J-1 visa to be treated as Minnesota residents

The lottery process, which will be implemented within one day of the spring enrollment deadline, will create a waiting list by assigning a random number to each confirmed applicant.

- Student enrollments will be accepted based on number—the applicant with the smallest number for their grade or program being admitted first.
- Students not placed at the start of the school year who choose to remain on the waiting list will retain their lottery number until they are admitted or until the Quarter 4 enrollment window closes—whichever occurs first.
- The waiting list will expire when all confirmed applicants have been admitted, or have withdrawn their application, or when the Quarter 4 enrollment window closes—whichever occurs first.

### **Enrollment and Attendance Specifics**

Days of attendance will be calculated based on MARSS reporting and accuracy will be ensured by the charter school.

Students who have 15 consecutive days of absence, without receiving homebound instruction from the reporting district, must be withdrawn. If during the 15 days absence students enroll elsewhere, their enrollment will be concluded at MNOHS.

If students do not enroll elsewhere and are 15 day dropped at MNOHS, they can re-enroll at any time based on their enrollment status.

### **Admission Outside the Enrollment Window**

In any quarter that space exists and there is no waiting list for entry, the Executive Director may approve the enrollment of a student after the quarter's enrollment window has closed if one of the following conditions is met:

- The student was 15 day dropped from MNOHS and have not enrolled in any other Minnesota public school since being dropped from enrollment at MNOHS.
- The student is homeless as defined in Section 725 of the McKinney-Vento Act.

Any student enrolling after a term's add/change date may be assigned a less than full-time course schedule as determined by the student, their parent/guardian and the school counselor.