



SUMMARY OF CMA ENROLLMENT POLICY

STUDENTS WITH PRIORITY FOR ENROLLMENT

Priority for enrollment will be given to students as listed below when filling openings:

- Staff children
- Siblings of currently enrolled students
- Siblings of students accepted for future enrollment

STUDENTS INTERESTED IN ENROLLING

- Letters of Intent must be received by midnight on the last day of February (Mountain Time) to be included in the March 1st lottery
 - Letters of intent can be completed online via the CMA website
 - Letters of intent can be completed at the school office

MARCH 1st LOTTERY

- Seats in all grade levels with fewer applicants than available seats will be filled first
- Following this, names will be drawn for any grade that is oversubscribed, beginning with the highest grade level offered by the school
- When a student is selected for enrollment, the student's siblings will simultaneously be offered enrollment, if seats are available in the siblings' classrooms. If no seats are available, the sibling(s) will be added to the wait list. Siblings are accepted first when seats become available.
- After the lottery, students on the wait list will have a priority number from the lottery. As seats become available, the school will notify the next student on the wait list by priority group and they will be offered a seat. If a student with a sibling(s) is offered a seat, their sibling(s) will also be offered a seat or added to the wait list for their grade level with the intent of keeping students of the same family together.

STUDENTS ENROLLING AFTER THE LOTTERY

- Students who submit a Letter of Intent AFTER midnight on the last day of February will be processed after the lottery has been completed.
- If there are openings for their grade level they will be accepted, and if not, they will be added to the wait list on a first-come, first-served basis with a priority below those who participated in the lottery.