San Francisco Unified School District
2011-2012 LOWELL HIGH SCHOOL 9TH GRADE ENROLLMENT APPLICATION

WHEN are the applications due and WHEN will I be notified if my child is accepted to Lowell?

- Lowell 9th Grade Applications must be submitted together with an SFUSD Enrollment Application by Friday, December 17th, 2010.
- Applicants will be notified after March 18th, 2011 of the student’s school assignment.
- Parents/legal guardians must respond to the assignment offer by April 15th, 2011 by following specific Lowell acceptance instructions detailed in the approval letter.

WHAT documentation is needed when my Lowell Application is submitted?

- **Current SFUSD 8th grade students** must submit this Lowell Application and a general SFUSD Enrollment Application with Lowell listed as one of the school requests. If the student’s address has recently changed or is not correct in the district’s records for any reason, two current verifications of address must accompany the applications. Please refer to the Enrollment Application instructions for acceptable documents. The Lowell application must be stapled on top of the Enrollment Application.

- **Students not currently enrolled in a SFUSD school** must submit this Lowell Application and a general SFUSD Enrollment Application with Lowell listed as one of the school requests. One document verifying the student’s date of birth and two documents verifying the address of the parent/legal guardian must accompany the applications. Please refer to the Enrollment Application instructions for acceptable documents. The Lowell application must be stapled on top of the Enrollment Application.

- Any documentation you wish to attach to the application pertaining to extracurricular activities, extenuating circumstances, or demonstrated ability to overcome hardship. Please bring photocopies of these documents to speed up the submission process.

HOW is the Lowell application process incorporated in the application process for other SFUSD high schools?

- In addition to Lowell, each student may apply for up to nine other SFUSD high schools on the general SFUSD Enrollment Application. All requested schools including Lowell should be listed in order of preference.

- Applicants indicating Lowell as a first choice will be considered for assignment to other schools only if they do not qualify for Lowell.

- Applicants who list one or more other high schools as higher preferences than Lowell and who meet Lowell admission criteria will receive a Lowell assignment letter only if they cannot be assigned to a higher ranked choice.

- If the applicant has an older sibling at another school, and requests that school as the first choice, they will be assigned to the sibling’s school and their Lowell application will not be considered. If they list Lowell as a higher choice, but do not qualify for Lowell, they will still retain the sibling priority.

WHERE can I pick up and submit my completed applications?

- You may obtain the Lowell Application and the general SFUSD Enrollment Application at Lowell High School, all SFUSD middle and K-8 schools, most San Francisco non-public middle schools, and the Educational Placement Center (555 Franklin Street, Room 100). Applications may also be printed from the SFUSD website: [www.sfusd.edu](http://www.sfusd.edu).

- Parents/legal guardians of current SFUSD 8th grade students must submit in person both completed applications to their current SFUSD middle school or to the Educational Placement Center. Applications sent through the mail will not be accepted.

- Parents/legal guardians of all other 8th grade students must submit in person both completed applications to the Educational Placement Center. Applications sent through the mail will not be accepted.
WHAT are the criteria used for acceptance to Lowell?

- Final grades for the first semester of the 7th grade in English, Mathematics, Social Studies, and Science
- Final grades for the second semester of the 7th grade in English, Mathematics, Social Studies, and Science
- Final grades for the first semester of the 8th grade in English, Mathematics, Social Studies, and Science
- Test scores from either spring 7th grade CST/STAR or January 2011 admission testing at Lowell
- Information submitted on the Lowell Application (extracurricular activities demonstrating leadership skills, extenuating circumstances, demonstrated ability to overcome hardship, and family information)
- An essay written at the applicant’s current school on a specified date in January 2011 (All schools with Lowell applicants will be given instructions for administering the essay requirement.)

WHAT about the CST/STAR test requirement?

All students who did not take the CST/STAR test in the spring of the seventh grade MUST take the Lowell Admission test on one of the two scheduled dates.

- Saturday, January 8th, 2011, 8:00 a.m. Lowell High School, 1101 Eucalyptus Ave, SF, 94132
- Wednesday, January 12th, 2011, 6:00 p.m. Lowell High School, 1101 Eucalyptus Ave, SF, 94132
- Indicate on the Lowell Application the date that you will take the test.
- Students arriving late will not be permitted to take the test.
- The Saturday test will be over by approx. 11:00 a.m. The Wednesday test will be over by approx. 9 p.m.
- There is a 15 minute break in which refreshments are allowed but not provided
- Dictionaries and calculators will not be allowed. Pencils and paper will be provided.
- There will be no letter sent to confirm your selected test date. The applicant must just show up on your selected test date.
- To be admitted to the test setting, all students must bring some form of picture identification, and a copy of both applications.
- Students who have taken the CST/STAR test in the spring of the seventh grade will not be permitted to re-take the test at Lowell. If a student re-takes the test and the Educational Placement Center receives earlier scores, the earlier scores will be used and the new scores will be discarded.
- Parents/legal guardians who wish to receive their children’s composite scores in March 2011, must indicate so on the Lowell application. The composite score is the point value derived from the applicants’ grades and test score. Individual test scores will not be provided.

WHAT is the San Francisco Residency requirement?

- Applicants and their parent(s)/legal guardian(s) must be legally and physically residing in San Francisco at the time of application. They must continue to reside in San Francisco from that time and while the student is attending Lowell. No Interdistrict Permit requests will be considered for Lowell admission.
- Additional documents may be required if (a) the name of the parent/legal guardian who signs the application does not appear in the district’s records (current students) or on the student’s verification of birth date (new students); (b) the applicant attends school outside of San Francisco; or (c) parents/legal guardians are residing in different addresses.
- Applications which are found to have fraudulent address information will be immediately cancelled and any resulting assignment retracted. A notation of any falsified information may be included in the student’s permanent record file. Keep in mind that if the District must hire an investigator or expend other resources in order to scrutinize your residency claim further, the District will charge you for these expenses if it ultimately determines your claim is invalid. The District also reserves the right to seek additional civil and/or criminal legal remedies against families that submit fraudulent information.

For more information about the application process:

- Call the Educational Placement Center at 241-6085
- See the 2011-2012 Application Guide
- Visit the EPC website at www.sfusd.edu
- Or drop by the Educational Placement Center at 555 Franklin Street, Room 100