

PLEASE READ THE ENTIRE DOCUMENT BEFORE COMPLETING THE MAGNET APPLICATION.

A. APPLICATION PROCESS / TIMELINE

1. When will applications be available?

- On **November 2, 2020 at 9:00 a.m.**, magnet academy applications will be available on the [GCS Magnet Academies Webpage](#). While magnet applications can be printed, completed by hand, and returned directly to the selected magnet academy, parents are encouraged to complete the fillable PDF application electronically and submit the application with any required documentation to the selected magnet academy via email.
- Each program level has its own application - complete the application for the program level for which the student is applying. Program levels are: Elementary (K5, 1st, 2nd, 3rd, 4th, 5th); Middle (6th, 7th, 8th); and High (9th, 10th, 11th, 12th).
- It is important parents provide correct and current email addresses, phone numbers and mailing addresses on the application and transportation forms. Incorrect information may cause a delay in processing magnet applications and transportation requests. **Notify the magnet coordinator anytime there is a change in e-mail address, phone number, or mailing address.**



2. Are applications accepted “first-come, first-served”?

- Applications are NOT accepted “first-come, first-served.”** However, students who qualify in the first round are offered slots before anyone who qualifies in the second round – as long as the minimum qualifying score is met. **See question # 11.**
- Parents are encouraged to complete the fillable PDF application electronically and submit the application with any required documentation to the selected magnet academy via email.** The application is not considered submitted until the magnet coordinator at the school to which the student is applying confirms receipt of the application via email.
- Hand-delivered applications will be accepted during school hours only by the school magnet coordinator or front office staff.** Parents will sign a confirmation list to confirm drop off of the application. Please contact the school if you are unsure of the hours the main office is open.

3. What is the significance of the first round in the application process? Are applications accepted after the first round deadline?

- The magnet application timeline is divided into six rounds each school year. **It is important to apply in the first round!** Even in the first round, many eligible students are placed directly on magnet school waitlists due to a high number of applicants.
- All qualifiers from the first round are offered slots before any student from the second round can be placed. For some magnet academies, it may be unlikely a late qualifier (second round and on) will be admitted into the program, especially if a waitlist is already in place.

4. If a student submits an application during the first round and is not accepted, when can he or she reapply?

- Students may apply to a specific magnet academy **only once** during an application year.
- Students who **apply and meet the qualifications for admission** are placed on the waitlist until the start of the next school year. They do not need to re-apply during the time they are on the waitlist and can reapply the next school year.
- Students who **fail to qualify for admission during the first through sixth rounds** may not reapply for admission in any round. Procedures stipulate that students may apply only one time per school year.

5. What is the policy regarding the acceptance of new students whose siblings are already in the magnet academy? Does this policy apply to all magnet academies and programs?

- **In Round 1 ONLY, siblings of magnet students who will return the following school year are given priority in acceptance. Therefore, it is very important siblings of magnet students submit applications by the Round 1 deadline.** They must complete the application and earn the minimum qualifying score for their program level. Siblings are accepted in the order of their score - beginning with students with the highest score to students with the lowest qualifying score. Once all siblings who have qualified are assigned a slot, non-siblings will be accepted beginning with the highest score to the lowest qualifying score until the school's assigned slots have been filled. Siblings may be placed on the waitlist if the number of qualifying siblings exceeds the number of available slots.

6. How does the waitlist system work?

- When necessary, a waitlist is maintained from the first round of admissions until the beginning of the new school year. Students on the current waitlist are not carried over to the next school year - they must reapply for the next school year.
- No students will be offered slots during the first ten (10) days of any given school year.
- **Students on the waitlist are not invited to magnet academy spring orientation meetings. They should complete the registration process and attend the scheduled orientation meetings at their home-based schools.** There are no guarantees a student on the waitlist will be offered a magnet slot for the next school year. If a student is offered a slot at a magnet academy after an orientation meeting has taken place, magnet school staff will ensure the student and parents receive the information that was shared at the spring orientation meeting.
- Parents of students placed on a waitlist will be contacted by the school's magnet coordinator if a slot becomes available. **For waitlisted students and all applicants in Rounds 4, 5, and 6, parents are expected to immediately accept or decline the magnet slot at the time parents are contacted.**
- Waitlisted students who are offered slots after **June 30, 2021** and request transportation will be routed beginning **September 7, 2021**. The Transportation Office will contact parents with routing information. Parents should plan to transport the student to and from school until contacted by a representative from the Transportation Office.

7. What happens when an incomplete application is received?

- **It is the responsibility of the parent and student to submit a complete application with all required documents by the stated deadline. Schools will not accept incomplete applications.**
- If the magnet round closes and the application is incomplete, it will be moved to the next round and held until the requested information is received. Once the application is complete, it will be scored and recorded in the current round.

8. What is the lottery system and how does it work? Is it used at all grade levels and in all magnet academies?

- Beginning with students with the highest score and decreasing to students with the minimum qualifying score, students are accepted into the school's magnet program until all slots are filled.
- It is common for two or more qualifying students to have the same numerical score. The lottery is used to determine the order in which students with the same scores are assigned slots. When two or more students have the same numerical score, their names will be randomly selected by the computerized application system to determine who will be accepted first, second, etc. before moving to the next highest score on the list.

9. How many students are accepted each year?

- The number of magnet students accepted is determined by district enrollment projections. Students who apply and qualify during the first round have a greater chance of being offered a slot than those who qualify in later rounds.

B. APPLICATION SCORING

10. How is the application scored and evaluated?

- There are four criteria – attendance, grades, discipline, and a student statement. A rubric is used to score applications. **See questions #12-15 for more information about each criterion.**

11. What are the maximum and minimum scores required for qualification into a magnet program?

Program Level	Maximum Score	Minimum Score
Elementary	22	16
Middle	22	16
High	25	20

12. How is student attendance evaluated and weighted in the scoring process?

- The state standard for acceptable attendance is five or fewer absences per semester (excluding religious holidays and those excused by a physician or principal).
- An elementary or middle school applicant with five or fewer absences during the second semester of **2019-20** earns four points. For each absence over five, a point will be deducted. An elementary or middle school applicant with nine or more absences earns no points.
- A high school applicant with five or fewer absences during the second semester of **2019-20** earns four points. A high school applicant with six or more absences earns no points.

13. How are grades weighted in the scoring process?

- The traditional 4-point scale is used for determining the grade average in the magnet application process. Second semester grades from **2019-20** will be used in scoring. Students applying to K5, 1st, and 2nd grades will be evaluated with an assessment instead of a report card.
- At the elementary and middle school levels, a student may earn up to 8 points for grades. At the high school level students may earn up to 12 points for grades.

14. How is discipline weighted in the scoring process?

- The discipline record counts as 5 possible points in the scoring process. Starting with the first referral, one point will be deducted per infraction. Second semester discipline reports from **2019-20** will be used for scoring.

15. What is the significance of the student statement in the scoring process?

- At the elementary and middle school levels, the student statement accounts for five points in the application's overall score. At the high school level, the student statement accounts for four points in the overall score.
- Parents of students applying at the elementary level (K5, 1st, 2nd, 3rd, 4th, 5th) are to write a statement on the student's behalf stating reasons for choosing the particular academy and its specific academic program.
- Middle school (6th, 7th, 8th) and high school (9th, 10th, 11th, 12th) applicants should write a clear, well-written statement **that conveys knowledge of the magnet focus of the academy for which they are applying and their reasons for choosing the academy.** Statements must be typed by the student or written in the student's own handwriting directly on the application. No additional pages or attachments will be accepted.
- **If the statement is typed or written by someone other than the student, the application will earn 0 points for this criterion.**

16. In addition to the completed magnet application, what additional documentation is required?

- **All parents** (in-district and out-of-district) who submit applications after the 6th round are responsible for providing the supporting documentation listed on page 3 of the magnet application.
- If you are applying from an **out-of-district school** (public, charter, virtual, private, or homeschool), it is important to assure the supporting documentation, as noted on page 3 of the magnet application, is submitted with the application. In addition, it is vital to contact the magnet coordinator of the school to which you are applying - at the beginning of the application window- to ensure you provide all necessary information in the appropriate format.

17. How do I find out my child's home-based (assigned) school according to our address?

- Go to the district website <http://public.greenville.k12.sc.us> to search by your street address or subdivision name.



C. ENROLLMENT NOTIFICATION / ACCEPTANCE

18. When and how will the student/parents be notified of acceptance decisions?

- Parents will receive notification of acceptance decisions via email, phone, or U.S. mail. **Parents must ensure that email addresses, phone numbers and mailing addresses on the application are correct.** Applications in any round may be accepted, denied, or placed on a wait list.
- Parents who receive notification their student is approved for a magnet slot will need to contact the school by the indicated deadline to state their intent to enroll their child at the school for the following school year. **If a parent does not respond to the invitation to enroll by the deadline, the slot will be offered to the next student on the waitlist.**
- **Wait until you have received notification from all magnet academies to which your student has applied before making your decision.** Students can only accept one invitation if two or more schools offer slots. The process will **NOT** allow a student or parent to accept a slot at more than one magnet school. Once a student has accepted a slot at a magnet academy, the system will automatically delete his or her name from all other magnet academy lists.

19. What happens if, after enrolling in a magnet academy, I decide to attend another school?

- **If a magnet student decides to attend another school, parents are expected to directly notify the school magnet coordinator in writing at that time.** This includes any student who accepts a slot at a private or charter school, enrolls in a virtual school or different public school, or whose parents decide to home-school.
- If a student leaves a magnet academy and enrolls at another school, he/she surrenders the magnet academy slot.
- **Students who participate on any sports teams are advised to contact the school district athletic director, 355-3987, to answer questions related to eligibility prior to enrolling or withdrawing.**

20. What happens if I change my address?

- **Any magnet student who moves must report the change of address immediately to the school magnet coordinator and attendance clerk and provide 2 proofs of the new address (copy of power, gas bill, etc.).**
- If a student has been attending a school as a magnet student and then moves into the magnet academy's attendance area, the student is no longer classified as a magnet student but is still eligible to participate in the magnet academy program.
- If a non-magnet student moves out of the attendance area for a particular magnet academy and is no longer a "home based" student, he or she must submit a new magnet application and be accepted in order to return to the academy for the following school year. No special consideration will be given to the student in the magnet application process.

21. Once enrolled as a magnet student, do I need to reapply each year?

- Magnet students who plan to continue at a particular magnet academy do not need to reapply each year. However, every year parents must renew their magnet status by completing a renewal form. The “window” dates by which this form must be completed and returned will be announced to the students. Reminder letters will not be sent home. Individual students will be reminded as the deadline approaches.
- Students who fail to renew their magnet slots by the deadline will be re-assigned to their home-based schools.

D. TRANSPORTATION

22. Is transportation provided for magnet students?

- **Yes - Greenville County Schools provides school bus transportation for students who apply, indicate a desire for transportation, qualify, and are accepted as magnet students to a magnet academy.** Transportation is based on the student’s home address with bus stops situated at the entrance to subdivisions and apartment complexes. Buses will only enter these areas when the distance from the student’s home to the bus stop is greater than one mile.
- The district has a small number of locally owned school buses to provide Magnet Academy transportation within the district's 800 square mile boundary. Depending on the location of the student's stop along the route, the bus ride may be lengthy.
- A centralized transfer point (University Center on S. Pleasantburg Dr..) is utilized to transfer students from the bus that services their AM bus stop to the bus that shuttles them to their magnet academy. The process is reversed in the PM. **For the safety of students at the transfer point, parents CANNOT drop off or pick up their students at the University Center.**

23. Do returning magnet students have to renew their transportation request in order to ride the bus the following year?

- Yes - Returning students must complete a Magnet Transportation Request Form each year to receive bus transportation.

24. What is the deadline to submit a Magnet Transportation Request Form to the school’s magnet coordinator?

- The deadline is **June 30, 2021**
- Forms received after **June 30, 2021** will be routed in the order they are received by the Transportation Office.
- After **September 7, 2021** and during the school year, it may take up to five (5) school days to establish transportation.
- At the time a new student is accepted, a Magnet Transportation Request Form must be filled out to register for transportation. The parent will also have the option of requesting a Courtesy Stop in lieu of the student’s home based bus stop. Information on the locations of Courtesy Stops will be attached to the Magnet Transportation Request Form.
- It is the parent/guardian’s responsibility to ensure the safety of each student to/from the bus stop (or courtesy stop) and while at the bus stop (or courtesy stop).

25. What if I need to make changes to my transportation form?

- All changes to any information provided on the Magnet Transportation Request Form must be submitted through the magnet coordinator at the individual magnet academy and follow all established deadlines. It is extremely important that the school have current student and parent information on file at all times.

26. To whom should I direct questions about transportation?

- Transportation information will be communicated to parents by a representative from the Transportation Office. After you have received the information, specific questions should be directed to the Taylors Bus Center at 355-7330.