

# BRASHIER MIDDLE COLLEGE

## *Step by Step Freshmen Application Process*

1. Complete the two page **Freshmen Lottery Application** between 8:00 am October 2nd, 2017 and November 3<sup>rd</sup>, 2017 by 2:00 pm. Applications must be returned to BMC no later than Friday, **November 3rd, 2017 by 2:00 pm** to be eligible for the lottery. Any applications received after 2:00 pm on November 3rd will not be eligible for the lottery and will be added to the end of the waiting list.
2. Each student applying is assigned a **Student Number** which will be available and posted on the front door on **Monday, November 13th, 2017 @ 5:00 pm**. Parents are encouraged to come by the school to view their student number instead of calling to avoid long wait times on the telephone.
3. Parents and students are welcome to attend the **Public Lottery** to be held in BMC Gym **Tuesday, November 14<sup>th</sup> @ 4:00 pm**. The results, with student numbers & lottery placement numbers, will be posted online and posted on the front door. However, due to privacy, student names will not be posted.
4. Lottery **notifications with your student's placement number will be made by November 21<sup>th</sup>, 2017 by email**.
5. If your student(s) student number is selected from the lottery for placement, the parent must inform BMC of the intent of the student by returning the "**Enrollment Acceptance/Declination Form**". This form is due no later than **Monday, December 4<sup>th</sup>, 2017 by 3:00 pm**.
6. Your (After the Lottery) **Enrollment Packet** must be completed and returned by **Thursday, December 14<sup>th</sup>, 2017 by 3:00 pm**. The forms include student and parent information, which is needed to complete the enrollment process.