



# Huntsville City Schools

## SY 2017/18 Magnet Programs Application Information

### Application Process

Parents must submit an online application during the annual application window (October 3-November 4, 2016). Parent support for the online application will be provided on weekdays from October 3-November 4, 2016, between 8:30am and 4:00pm by the district Office of Magnet Programs and at magnet school locations.

- Students currently enrolled in a magnet program who wish to remain in the school/program for the following year within the program/grade configuration (PreK-8, 6-8, 9-12) do not need to submit a magnet application to remain in the school/program.
- The electronic application process will only accept one application (which may contain up to two choices) per student.
- For families with multiple students, an application must be submitted for each child.
- Parents are required to enter their student's state ID (found in the Parent Portal) and confirm that the address in the I-Now system (which is displayed during the application process) is accurate for current HCS students during the application process.
- For students not currently enrolled in HCS, parents must provide the following information for their student: name, address, date of birth, race, current school, and current grade. Students must be zoned for HCS to be eligible for placement in HCS magnet programs.
- Any inaccuracies in a magnet application may result in rejection of the application or forfeiture of any offer of magnet placement.
- A system-generated confirmation number will appear on the screen once an application has been successfully submitted to confirm and track each application.
- No changes can be made to an application once it is submitted.
- As indicated in the online application process, students who are not currently enrolled in HCS and are applying for high school programs must bring a copy of their transcript to the Office of Magnet Programs by 4:00 pm on November 4, 2016, to complete their application.
- All students not currently enrolled in HCS must complete the HCS New Student Online Registration process to maintain any placement they may receive in any HCS magnet program.

### Selection and Notification Process

Some HCS magnet programs may require an audition or essay response for selection.

By early November, parents will be notified of auditions and essay responses for the individual magnet program via email (if provided) or via US Postal Mail. Parents will have five (5) days to accept or decline auditions, essay response, and placements upon notification. If they do not accept or decline an audition, essay response, or placement, the offer will be given to another student. Parents will be notified if they were not awarded a placement into a magnet program for the 2017/18 school year by mid-December, 2016.