

DIRECTIONS FOR COMPLETING STANDARD ELEMENTARY SCHOOLS APPLICATION

We encourage you to apply online at www.apply.cps.edu. Applying online provides an immediate response that your application has been received. If you prefer a paper application, complete the application on the reverse side. Do not submit both. The completed application MUST be submitted to the Office of Academic Enhancement, Attn: Standard Elementary Schools Application, 125 S. Clark St., 4th floor, Chicago, IL 60603. **DO NOT SEND YOUR APPLICATION TO THE SCHOOL(S) TO WHICH YOU ARE APPLYING.** Processing cannot be guaranteed for applications that are not submitted to the Office of Academic Enhancement. **Applications must be postmarked by December 16, 2011.** You will receive an email confirmation once your application has been processed. If you do not have an e-mail address, you may enclose a self-addressed, stamped postcard/envelope with your application. The postcard/envelope will be returned to you to indicate that your application has been received.

Use this application to apply to elementary magnet, magnet cluster, and open enrollment schools only.

1. Use blue or black INK only, CAPITAL LETTERS ONLY, do not photocopy, do not staple, do not allow letters or numbers to touch the lines of the squares.
2. If your child is currently enrolled in a Chicago public school, identify his/her Student ID number on the application. (The Student ID number can be found on your child's report card or can be obtained by contacting your child's school.) If your child is not currently enrolled in a Chicago public school, leave this section blank.
3. Identify whether or not your child is Hispanic/Latino AND your child's race. This is for informational purposes only.
4. Select up to 20 schools to which you want to apply for your child. Identify the schools by writing the code of the school in the boxes as indicated. The code for each school can be found in the Options for Knowledge guide, or on the Office of Academic Enhancement website, www.cpsoae.org, under [Apply](#) or under [Programs-Magnet Schools and Programs](#). If a school's code is not listed, this means that the school has reported that it is overcrowded and is not considering applications from outside of its attendance area for the 2012-2013 school year. If you have questions regarding school codes, please email oe@cps.k12.il.us or call (773) 553-2060.
5. If you already have a child enrolled in any of the schools to which you are applying, and the child will remain enrolled at the school during the 2012-2013 school year, identify the enrolled sibling by listing the code of the school in the boxes as indicated. Also include the child's last name and the CPS ID number. (The Student ID number can be found on the student's report card or can be obtained by contacting the student's school.) If you do not provide identifying sibling information, the applicant will not be given sibling preference.
6. To be eligible for 3-year-old Pre-K, students must be three years old on or before September 1, 2012. To be eligible for 4-year-old Pre-K, students must be four years old on or before September 1, 2012. To be eligible for kindergarten, students must be five years old on or before September 1, 2012. To be eligible for 1st grade, students must be six years old on or before September 1, 2012. If you do not apply for the grade that is appropriate for your child, your child's application will be marked ineligible for the 2012-2013 application process.
7. Submit one application per student. If more than one application is received, only the first application received will be processed. If you have already submitted an application and need to modify it, you must submit a Standard Elementary Application Modification form, available at www.cpsoae.org (click "Apply").

Checklist: Please double check the following to ensure that your application has been completed correctly.

- All address fields have been completed (address number, direction, street name, street type and apartment number, if applicable).
- If the applicant is a CPS student, the Student ID is listed.
- If the applicant is a sibling, the sibling Student ID and last name have been accurately listed.
- The application is signed by the parent/guardian.



STANDARD ELEMENTARY SCHOOLS APPLICATION
2012-2013 School Year



41587

Please read directions on opposite side. **Deadline - Friday, December 16, 2011**

Use ink only. Use CAPITAL LETTERS. Do not photocopy. Do not allow letters or numbers to touch the lines of the squares.

| | |
|----------------------|-----------------------|
| Student's Last Name | Student's First Name |
| [Grid for last name] | [Grid for first name] |

| | | | |
|---|---|---|--|
| Grade applying to: (For 3 year-old Pre-K, use P3.) (For 4 year-old Pre-K, use P4.) (For kindergarten, use K.) (For all other grades, use number.) | Has he/she ever been a CPS student? <input type="radio"/> Yes <input type="radio"/> No | Is your child a multiple? (twin, triplet, etc.) <input type="radio"/> Yes <input type="radio"/> No | Gender: <input type="radio"/> Male <input type="radio"/> Female |
| [Grid for grade] | CPS Student ID (If non-CPS, LEAVE BLANK) | Birth Date (MM/DD/YYYY) | [Grid for birth date] |

Please indicate whether or not your child is Hispanic/Latino and his/her race. For informational use only.

| | |
|--|--|
| Is your child Hispanic/Latino? <input type="radio"/> Yes <input type="radio"/> No | Race (choose one or more) <input type="radio"/> White <input type="radio"/> Black/African-American <input type="radio"/> American Indian/Alaska Native <input type="radio"/> Asian <input type="radio"/> Native Hawaiian/other Pacific Islander |
|--|--|

| | |
|---------------------------|----------------------------|
| Parent/Guardian Last Name | Parent/Guardian First Name |
| [Grid for last name] | [Grid for first name] |

| | | | | |
|--------------------|----------------------|---------------------------------------|------------------------|-----------------|
| Address | Direction | Street Name (P.O. boxes not accepted) | Street Type | Apt# |
| [Grid for address] | [Grid for direction] | [Grid for street name] | [Grid for street type] | [Grid for apt#] |

| | | | |
|-----------------|------------------|---------------------|---------------------------|
| City | State | Zip Code | Current School |
| [Grid for city] | [Grid for state] | [Grid for zip code] | [Grid for current school] |

Parent/Guardian Email Address CAPITAL letters only. Write number 1, letter I, letter L, letter O and number 0.

| | | |
|--------------------------|---|--------------------------|
| [Grid for email address] | @ | [Grid for email address] |
|--------------------------|---|--------------------------|

| | | |
|-----------------------|----------------------------|----------------------------|
| Home Phone | Work/Cell Phone | FOR OFFICE USE ONLY |
| [Grid for home phone] | [Grid for work/cell phone] | [Grid for office use only] |

Select up to 20 schools from the list provided. Write the correlating school code in the spaces provided below.

IMPORTANT SIBLING INFO
If you have a child already enrolled in a school to which you are applying, provide the sibling's CPS ID # and last name in the gray space to the right.

| | | |
|--------|-----------------|-------------------|
| CODE # | Sibling CPS ID# | Sibling Last Name |
| [Grid] | [Grid] | [Grid] |
| CODE # | Sibling CPS ID# | Sibling Last Name |
| [Grid] | [Grid] | [Grid] |
| CODE # | Sibling CPS ID# | Sibling Last Name |
| [Grid] | [Grid] | [Grid] |

If you do not have a child already enrolled in a school to which you are applying, you can use the sibling code boxes to apply to additional schools.

| | | | |
|--------|--------|--------|--------|
| CODE # | CODE # | CODE # | CODE # |
| [Grid] | [Grid] | [Grid] | [Grid] |
| CODE # | CODE # | CODE # | CODE # |
| [Grid] | [Grid] | [Grid] | [Grid] |
| CODE # | CODE # | CODE # | CODE # |
| [Grid] | [Grid] | [Grid] | [Grid] |

| | | | |
|--------|--------|--------|--------|
| CODE # | CODE # | CODE # | CODE # |
| [Grid] | [Grid] | [Grid] | [Grid] |

I affirm that the information provided on this form is true and correct. I understand that the address provided may be used for assigning a tier in the student assignment process. I understand that I will have to provide proof of this address at the time of enrollment, and that the validity of my child's application is dependent on that proof. If applicable, I affirm that the applicant is a sibling of the student(s) indicated. I approve CPS to use this address to update my child's information in the system of record (IMPACT), and understand this application does not guarantee acceptance into any of the schools. I understand that my child may be subject to immediate removal from the school if admission was gained based on a falsified application.

REQUIRED
Signature of Parent/Guardian

[Red curved arrows pointing to a signature line]