



PURPOSE

To provide guidelines on appropriate procedures on enrollment and lottery processes.

POLICY

In regards to applications, enrollment, and lottery procedures, North Davis Preparatory Academy will follow all state and federal laws and guidelines.

Temporary Leave of Absence

North Davis Preparatory Academy (NDPA) recognizes that students will occasionally be required to leave NDPA on a temporary basis but intend to return. NDPA desires to establish a policy by which such students may retain their enrollment slot in NDPA after a temporary absence without being required to re-enter NDPA through the lottery process. Accordingly, students who have enrolled in NDPA through the lottery process and must temporarily transfer to another educational institution due to extenuating family circumstances may petition the Board for approval of a temporary leave of absence no less than thirty (30) days prior to withdrawing from NDPA. The decision on the petition will be made pursuant to procedures established by the principal and a representative of the Board.

Signature:

Monte Poll
Monte Poll, Board President

12/2/09
Date