

(D) For any remaining vacancies after the “Section (1): Priority Enrollment” spots are filled, students will be offered spots in the order of their number designation from the lottery sort. Any students who do not obtain a spot will be placed on the waiting list in the order of their designated lottery number.

(E) Enrollment Offers resulting from the lottery will be sent via US mail and email. Acceptance of an Enrollment Offer must be submitted, in writing, to the enrollment office no later than seven days after notification is sent. If confirmation of acceptance is not received within seven days, the registrar will make a final notification phone call. At that point, the student’s spot may be forfeited.

(F) The enrollment checklist and all required paperwork must be completed before the date assigned by the registrar or the lottery spot may again be forfeited.

(G) The only person authorized to issue a receipt of acceptance is the Enrollment Registrar. Verbal or written confirmation from any other staff member will not be accepted.

Section 3: Lottery Enrollment for Nevada Students who reside outside of Washoe County

After “Section 1: Priority Enrollment” and “Section 2: Lottery Enrollment for Washoe County Residents” take place, HDMS shall hold a lottery to determine either enrollment in the school or placement on the waiting list for any student who resides outside the boundaries of our sponsoring agency, the Washoe County School District.

(A) The lottery will be held 45 days after the first set of acceptance letters are sent out at the end of March of each year.

(B) Letters of Interest must be received by the second Friday in March to be included in the lottery for the upcoming school year. To be entered for the lottery in future years, the parent or guardian must notify the enrollment office via email, yearly, that they would like their child to be entered in the lottery.

(C) The lottery is executed by entering all qualifying “Section 3” names in each level (Kindergarten, Lower EL, Upper EL, Middle School) into a third-party, online random sorting program. Three witnesses will be present at each lottery sort. The order in which the students are sorted will dictate the lottery number that child holds for the upcoming school year only. A new lottery sort will be done each year.

(D) For any remaining vacancies after the “Section 1: Priority Enrollment” spots and “Section 2: Lottery Enrollment for Washoe County Residents” spots are filled, students will be offered spots in the order of their number designation from the lottery sort. Any students who do not obtain a spot will be placed on the waiting list in the order of their designated lottery number.

(E) Enrollment Offers resulting from the lottery will be sent via US mail and email. Acceptance of a Enrollment Offer must be submitted, in writing, to the enrollment office no later than seven days after notification is sent. If confirmation of acceptance is not received within seven days, the Enrollment Registrar will make a final notification phone call. At that point, the student’s spot may be forfeited.

(F) The enrollment checklist and all required paperwork must be completed before the date assigned by the registrar or the lottery spot may again be forfeited.

(G) The only person authorized to issue a receipt of acceptance is the Enrollment Registrar. Verbal or written confirmation from any other staff member will not be accepted.

Section 4: Placement for Students whose Letters of Interest are received after the Lottery

Letters of Interest submitted after the lottery takes place will be added to the bottom of the waiting list in the order they are received.