

25-2.2.2 Options and Transfers– Elementary and Secondary

Option and transfer forms are provided **in the most frequently spoken languages and** can be found at APS schools/programs, the central registration office and online. The forms are used when applying for

- Admission to an option school/program or
- **A transfer to** a neighborhood school that is **accepting** transfers, based on the Superintendent’s annual update to the School Board.

The Superintendent’s annual update to the School Board will be used to identify the number of seats available the following school year for

- Admissions to an option school/program, and
- Neighborhood schools **that** can accept transfers.

Some **neighborhood schools have option programs**. Students who are admitted to the program and choose to leave or do not continue to meet the program requirements must:

- Apply for a transfer to continue enrollment at the option school **outside of the program**, or
- return to their neighborhood school.

Admission to an option school/program or a transfer to a neighborhood school that is accepting transfers may be terminated if, in the opinion of the principal and after consultation with the Superintendent or his/her designee and the parents/guardians involved, it is creating a situation that is detrimental to the student and/or other students.

TRANSFERS TO NEIGHBORHOOD SCHOOLS THAT ARE ACCEPTING TRANSFERS

Neighborhood school transfers are available to the extent possible given financial constraints and capacity limits.

Transfers to neighborhood schools **that are accepting transfers** must be consistent with the **Application and Admissions Process** below, and must take place before the beginning of a given school year. The Superintendent/designee must approve exceptions. High school students granted such an exception may not be eligible to participate in activities governed by the Virginia High School League for the remainder of that school year.

ADMISSIONS TO OPTION SCHOOLS/PROGRAMS

The following tables identify all APS option schools/programs, and each requires an application as defined in the “Application and Admissions Process” section.

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Elementary Options			
Option School/Program	Type	Specialized Instructional Programs	
Arlington Traditional	Countywide	Traditional and structured	
Campbell	Countywide	Project-based learning (EL Education) and an outdoor learning program.	
Montessori at Drew Model	Countywide	Follows Maria Montessori’s philosophy, children engage in learning activities of their own choosing in a multi-age, well-ordered physical environment.	
Immersion Claremont and Key	Area	Two-way Spanish Immersion Program includes half-day content instruction in English and Spanish in developing communication skills of listening, speaking, etc.	
Secondary Options			
Option School/Programs	Type	Specialized Instructional Programs	Prerequisites, Other Notes
H-B Woodlawn Secondary Program	Countywide	The central focus is student choice. Students make choices in three general areas: use of time and personal behavior, educational goals and school governance.	No prerequisites
Arlington Tech at the Career Center	Countywide	Project-based learning, high school program that prepares students to succeed in college and in the workplace through collaborative problem solving.	<ul style="list-style-type: none"> Algebra 1 or higher by end of 8th grade
Immersion at Gunston and Wakefield	Countywide	Continuation of the elementary Two-way Spanish Immersion Programs. All qualified immersion students will be admitted.	Students new to APS demonstrate the language skills needed for entry into the program.
AP Network at Wakefield	Countywide	AP courses joined with academic and counseling support.	C’s or higher in all core classes in 8th grade.
International Baccalaureate at Washington-Lee	Countywide	The IB program comprises a holistic philosophy of learning that seeks to address the intellectual, philosophical, and social development of the student.	<ul style="list-style-type: none"> A’s and B’s in all subjects Algebra I or greater in 8th grade or Geometry or greater in 9th grade Spanish II, French II, Chinese II or Latin II in 8th grade OR Spanish III, French III, Chinese III or Latin III in 9th grade Short answer/essay question
Montessori at Gunston	Countywide	Follows Maria Montessori’s philosophy, children engage in learning activities of their own choosing in a multi-age, well-ordered physical environment.	All qualified Montessori students will be admitted.
Thomas Jefferson H.S. for Science & Technology	Countywide	The Governor’s Regional School offering a comprehensive college preparatory program emphasizing the sciences, mathematics, and technology.	Requirements found at www.fcps.edu/registration/thomas-jefferson-admissions

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APPLICATION AND ADMISSIONS PROCESS

Application Process

To help families make informed decisions, the parents/guardians of the applicant are encouraged to visit, during school hours, both their neighborhood school and the school/program to which they are applying. Schools/programs offer scheduled informational meetings or, when needed, families can work with the principals to schedule an appointment.

All applications for **admission to an option school/program or transfers to a neighborhood school that is accepting transfers are**

- Submitted to the central registration office, which is responsible for managing and processing all applications, lotteries, notifications and waitlists.
- Due by level on the following days
 - Secondary – by the third Friday in January, by 4 p.m.
 - Elementary – by April 15 (Note: If April 15 falls on a weekend or school holiday, the deadline is extended to the next instructional day for students).

Lotteries

When the number of applications exceeds the available seats, the central registration office will conduct a random double-blind lottery to determine admission for available slots.

Preschool and sibling applicants will be accepted in accordance with the policy. A lottery will be conducted for all other applicants to fill the number of slots identified in the Superintendent's annual update.

Lotteries will be conducted in the same manner, with some exceptions, as defined below.

Elementary Immersion Lotteries - will separate applicants into pools of English language speakers and Spanish language speakers based on information available at registration. This lottery is designed to support a balance of English and Spanish language speakers.

Secondary Lotteries – will separate applicants into pools based on the neighborhood school attendance zone in which they reside. An allotment of slots is allocated to a neighborhood attendance zone based on the proportion of students in that zone for the countywide grade level cohort:

- Grade 5 for middle school/program lotteries
- Grade 8 for high school/program lotteries

Students enrolling in APS who are currently attending private schools or identified as home-schoolers will apply based on the neighborhood school attendance zone in which they reside.

Notification of Admissions

The central registration office will notify families of the status of admission to the option schools/programs **or to a neighborhood school that is accepting transfers.**

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Waitlist

The lottery will **also** be used to determine the order for admitting additional students **not admitted through the lottery**. Each application for admission submitted after the stated deadlines will be placed **at the end of the** waiting list, **in the order received**, if the requested school/program does not have vacancies.