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## *Excel Academy of Southwest*

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Excel Academy of Southwest • 7050 Washtenaw Ave • Chicago, IL 60629 • 773-424-07210 • Fax: 773-424-0746  
School Hours: 7:55 AM-4:00 PM

Since the inception of the program, Excel Academy of Southwest has not required a lottery due to student demand for the program exceeding available capacity to serve students. However, in the event that Excel Academy of Southwest receives applications for students that exceed the program's ability to serve, students will be chosen for entrance via a randomized and blind lottery.

The lottery shall be open to the public and will occur at the Excel Academy of Southwest facility on or before August 31st for the first semester and on or before January 31st for the second semester. All applicants will be reminded of the lottery date as it approaches, but applicants and/or their families need not be present in order to secure their spot if their name is chosen. No proximity lottery will be held.

The remaining students will be placed on a waitlist in the order they were selected in the lottery. The waitlist will be managed in the order in which it was drawn. In the event that registrations exceed school capacity at any time during each semester (after the lottery has been held or after the lottery date should no lottery be necessary), and to expedite ensuring efficient enrollment of students, students will be placed on a waitlist and admitted in the order in which they registered, as spots become available.

Siblings of current Excel Academy of Southwest students are given priority in admission. CPS will be provided a video of the lottery and a summary of results via email.

Families will be notified if they were selected in the lottery via email and/or text immediately after the lottery has concluded, and by USPS mail. Families must notify Excel Academy of Southwest by 4:00 p.m. the following Monday to confirm their acceptance, and must appear at the program facility to enroll their child the week after Friday in which the lottery was held. Acceptance confirmation may be indicated online, by phone, or in person at the school. Official enrollment must occur in person at the program and, except for emancipated minors and adult students, all students must be accompanied by a legal parent or guardian at the time of enrollment. Applying the same schedule, families will also be notified if their students are placed on a waitlist, and will be enrolled on a rolling (first come/first serve) basis

The lottery results and waitlist are submitted to CPS within ten days of the lottery, and updates are submitted quarterly thereafter