

**Application Instructions**

*Please read carefully before completing your application*

**Eligibility**

Students must be born in 2007 and reside in District 29 at the time of application submission to be eligible for the District 29 lottery application process for the 2012-13 school year.

**Admissions Priorities**

Applicants will be admitted according to the following order of priority:

1. District 29 applicants who have a verified sibling\* at one of the schools listed on the application will receive priority to the sibling's school
2. All other District 29 applicants

\*All listed siblings are verified by the receiving school. For an applicant to qualify for sibling priority, the sibling must be currently enrolled in grades K - 4 at the school at the time of application submission.

If there are more applicants within a priority group than available seats, seats will be offered through a random lottery.

**Waitlists**

If a child is offered a seat at one of their ranked schools on the application, the placement process is considered complete and the student will not be placed on a waitlist. If an applicant is not offered a seat at any of the schools to which he/she applied, the applicant will be assigned to the waitlist at his/her first choice school. Children will be offered seats in waitlist order as seats become available due to attrition. Waitlist order will be determined by a student's priority group and randomly assigned number.

Applicants are not guaranteed a placement at one of their requested schools. Students applying through this process are also encouraged to apply directly to their zoned school.

**School Choices**

The District 29 Kindergarten Application includes the following four school choices:

- **P.S./I.S. 208** (kindergarten – grade 8)  
74-30 Commonwealth Boulevard  
Bellerose, NY 11426  
(718) 468-6420  
[www.nyc.gov/schools/SchoolPortals/29/Q208](http://www.nyc.gov/schools/SchoolPortals/29/Q208)
- **P.S./I.S. 268** (kindergarten – grade 8)  
175-02 Jamaica Avenue  
Jamaica, NY 11432  
(718) 206-3240  
[www.nyc.gov/schools/SchoolPortals/29/Q268](http://www.nyc.gov/schools/SchoolPortals/29/Q268)
- **P.S. 251** (kindergarten – grade 3)  
144-51 Arthur Street  
Springfield Gardens, NY 11413  
(718) 276-2745  
[www.nyc.gov/schools/SchoolPortals/29/Q251](http://www.nyc.gov/schools/SchoolPortals/29/Q251)
- **P.S./I.S. 270** (kindergarten – grade 8)  
233-15 Merrick Boulevard  
Rosedale, NY 11422  
(718) 341-8280  
[www.nyc.gov/schools/SchoolPortals/29/Q270](http://www.nyc.gov/schools/SchoolPortals/29/Q270)

**Submitting Your Application**

Applications may be picked up at the District 29 Superintendent's Office, the Queens Enrollment Office on Sutphin Boulevard, any of the schools listed above, or online at [www.nyc.gov/schools/ChoicesEnrollment/Elementary/Publications](http://www.nyc.gov/schools/ChoicesEnrollment/Elementary/Publications). Submit the completed application *in person* no later than **Friday, March 2, 2012** to either of the following locations:

- **Office of the District 29 Community Superintendent**  
222-14 Jamaica Avenue, Room 217  
Queens Village, NY 11428  
Monday – Friday, 8:00 AM – 4:00 PM
- **Queens Enrollment Office**  
90-27 Sutphin Boulevard, Room 140  
Jamaica, NY 11435  
Monday – Friday, 8:00 AM – 3:00 PM

Submit this completed application *in person* no later than **Friday, March 2, 2012** to the Office of the District 29 Community Superintendent, or the Queens Enrollment Office at 90-27 Sutphin Boulevard, Room 140. Be sure to keep your receipt.

**SECTION A: STUDENT INFORMATION**

Student First Name	Student Last Name	Date of Birth (MM/DD/YY) / / 2007	Gender (optional) <input type="checkbox"/> Male <input type="checkbox"/> Female
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Student Address (House #, Street, Apt. #, City, State and Zip Code)

Parent/Guardian First Name	Parent/Guardian Last Name	Relationship to Student
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Daytime Phone Number	Cell Phone Number	Parent E-mail Address
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Student Current School  Public School Student  Private/Parochial School Student

Sibling Information: **Complete only if your child has a sibling currently enrolled in grades K - 4 in one of the schools to which you are applying.**

Sibling Name	Sibling Date of Birth (MM/DD/YY)	Sibling Student ID
Sibling Current Grade	Sibling School Name	

**SECTION B: SCHOOL CHOICES**

Below are the choices for District 29 Kindergarten Lottery Schools. Be sure to only rank schools which you are interested in having your child attend in September 2012. Place a number in the box next to each school to represent your choices, in order of your preference. For example, by writing "1" next to a school name, you indicate that this is your first choice. By listing "2," you indicate that this is your second choice, and so on. Refer to the "Application Instructions" on the previous page for more detailed information.

*If you are applying for twins or other multiples, you must complete an application for each child. They will be placed together if you list the same schools in the same order on their applications. Twins and other multiples do not confer sibling priority to one another.*

Priority Order	School Number
	P.S./I.S. 208
	P.S. 251
	P.S./I.S. 268
	P.S./I.S. 270

**SECTION C: PARENT/GUARDIAN NAME & SIGNATURE**

I understand that space is limited and that this application does not guarantee my child placement in any of the schools on this application. I understand that once I accept placement at any of these schools, my eligibility to enroll at any of the other schools on this application is terminated.

Busing will be provided to those who are eligible. For more information on transportation eligibility, please visit [www.nyc.gov/schools/offices/transportation](http://www.nyc.gov/schools/offices/transportation).

I have read and understand the above application instructions. By signing this form, I certify that I am the parent/guardian of the applicant, that the applicant and I live at the address listed above and that I am authorized to submit this application on behalf of the applicant.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**For office use only.**

Received by:	Location:	Date:
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