

Chico Unified School District  
Rosedale Two-Way Immersion Program  
Registration Procedures

1. Follow CUSD guidelines. Parents must register students at their school of residence on the **day** of CUSD designated kindergarten registration. Applications for the Two-Way Immersion program, filled out at the time of registration will be forwarded to the school.
2. Kindergarten students who have siblings currently enrolled in the Two-Way Immersion program will be given first priority providing they registered on the **day** of kindergarten registration.
3. Rosedale teachers' children will receive priority at their school site. This group of students will be prioritized after siblings have been placed.
4. The Principal and Office Manager will conduct a lottery using Excel Random Number Generator to fill the remaining kindergarten openings. The lottery will be composed of applications received on the first day of CUSD designated kindergarten registration. Once all classroom slots have been filled, the remaining names will be placed on a waiting list.
5. Out of town applicants will not be allowed on the lottery list until a Form 11 is received at the Chico Unified School District Office. Families who live within the Chico Unified School District boundaries are given first priority for placement. If any remaining spots are available by August 1<sup>st</sup> of a given school year the District Office will hold a Form 11 lottery to determine who will be placed.
6. The classroom lists will be established according to language (Spanish/English). It is the goal of the Immersion Program to try to keep the classrooms balanced according to language. If an English speaker drops from the class, first priority will be given to English speakers on the waiting list. If there are no English speakers on the waiting list, a student from the Spanish waiting list will be placed in the classroom. The reverse will occur if a Spanish speaker drops from the class.
7. Once the lottery process is complete, parents will be notified of their student's status for placement in the program. This notification will be communicated by letter during the dates established between Rosedale, Hooker Oak, Sierra View and CUSD. Parents will be required to accept placement in the program via phone as per notification letter. Parents will also be required to attend a mandatory informational meeting.
8. Applications received after the first day of CUSD designated kindergarten registration will be placed on the bottom of the waiting list. Due to the nature of the program, English speakers will not be allowed to enter the program after the 1<sup>st</sup> trimester of the 1<sup>st</sup> grade.
9. Once a student has accepted placement in any CUSD alternative program his/her name will be removed from any waiting lists. This information will be included in the lottery notification letter.