ADMISSIONS

Background

The focus of STEM Innovation Academy is to provide education for students with a passion in innovation and technology. The Board believes every student can be successful in STEM and should have the opportunity to learn about cutting edge science and technology topics. Given the demand for our program, the school's identification and admissions procedures shall be structured and administered so as to respect procedural fairness. The principal may exercise discretion in the placement of students to promote the best interests of the school.

Identification and admissions procedures shall comply with provincial legislation, shall be in alignment with the Charter of STEM Innovation Academy, and shall be clearly communicated to parents of prospective students.

Procedures

1. The principal shall identify the number and grade level(s) of new students to be admitted on an annual basis.
2. Parents of prospective students will be provided with information in order to make informed decisions about whether or not to make an application on behalf of their children at the school.
3. Parents of all applicants are strongly encouraged to attend scheduled information sessions and read material presented on STEM Innovation Academy's website to obtain:
   3.1. general information about charter schools;
   3.2. specific information about the school's program and teaching methodology; and
   3.3. characteristics of students that demonstrate suitability for the school's program.

Application Process and Requirements

1. The application window for each school year opens by October 31st of the previous year and remains open until all available positions are filled.
2. Parents are required to complete an online application form obtained from the school's website.
3. Parents are required to share all known requested information regarding the suitability of their children for the school's program, including any pre-existing and/or diagnosed medical, social-emotional and/or educational needs. Failure to disclose, or submitting false information, may result in application cancellation.
4. Incomplete applications will not be considered.
5. Given the academic nature of STEM IA's program, students applying must be currently achieving at grade level.
6. All applications (including supporting documentation) will be reviewed prior to admission to determine program suitability.

Lottery Process

1. When the number of students applying for admission to the school is greater than the number of available positions, placement will be offered to the students based on a lottery. The lottery will be conducted using an Excel random number generator.
2. All students who meet the criteria stated in the application requirements will be considered in the lottery.
3. Siblings will be considered in the lottery provided they meet the application requirements.
    3.1. Ten percent of available spots at our entry points of grade 7 and grade 10 will be held for siblings.
    3.2. Students who have a sibling currently attending the school will be given priority for one of these spots. Students must have applied by November 30 of the previous year in order to be considered for one of these sibling spots.

3.3. In the event there are more sibling applicants than spots available, these spots will be allocated by a sibling lottery conducted prior to the general lotteries.

3.4. Siblings not offered admission in the sibling lottery will be considered in the general lotteries.

3.5. Siblings applying for grades 8, 9, 11 and or 12 will be only considered in the general lotteries.

4. All application communication from the school will be via email. Parents are responsible for advising the school of changes to their email address.
5. The school administration will advise the parents of prospective students of the results of the lottery. Parents will be given two weeks in which to accept the placement offer, decline the placement offer, or remain on the application list.
6. The principal (or designate) is responsible for the management of a list of prospective students at each grade level.
7. Available positions will be filled from the list of prospective students via additional lotteries until all available positions are filled.
8. Parents will be required to update the student's application each year.
9. Any attempt on behalf of an applicant to influence the impartiality of the selection process will result in disqualification of the applicant.
10. Appeals of student admission decisions must be submitted in writing to the school principal within seven (7) calendar days of being notified of the lottery decision and must set out the specific nature of the appeal. Admission appeals will be reviewed by the school's Intake Committee. The decision of the Intake Committee shall be considered final.

Approved: September 2021

Amended: November 2023, October 2025