



Enrollment Policy

A. In compliance with 70 O.S. 2011, § 3-140, the PTPLA shall have an open enrollment and freedom of choice and shall not limit admission based on ethnicity, national origin, gender, income level, disabling condition, proficiency in the English language, measures of achievement, aptitude, or athletic ability.

B. The boundaries of the PTPLA are those of the Putnam City Schools District and would be closest to that of Putnam City West High School, Mayfield Middle School, . The PTPLA will publish an application packet for parents and students describing eligibility for admission.

D. Timeline

a. Establish and publish a deadline for the receipt of Putnam City Schools students, understanding that they will be accepted at any time and will be given priority for admissions. Applications for admission from students who reside outside of the District's boundaries and who desire to transfer to the School shall be submitted with appropriate transfer documents in accordance with the timelines set forth in the Education Open Transfer Act, 70 O.S. 2011, § 8-101.1, et seq.

ii. Applications for Emergency Transfers may be considered at any time in accordance with the law.

b. Applications will be received by the Head of School, who shall review and consider applications for approval.

c. The Head of School will notify parents/students in writing of approval or denial not later than 45 days of the close of application window.

d. Once admitted, the parent must complete the appropriate transfer documents in accordance with the law and District policy.

e. If the number of eligible and qualified applicants exceeds the capacity of PTPLA, to include but not necessarily limited to, program capacity, PTPLA will conduct a lottery in compliance with the applicable law. Those students that reside in the Putnam City Schools District will be designated Priority Level #1 and will be given priority for admission. Priority Level #1 also includes any student of a sibling currently attending the PTPLA, or the child of a teacher and/or staff working at PTPLA, or the child of a Board member. The next consideration will be given to Priority Level #2, which includes any child who resides outside of the Putnam City Schools District, but specifically in the Western Heights Public Schools District. Priority Level #3 includes any child who resides outside of the Western Heights Public School District. PTPLA will conduct a public



lottery for any families desiring admission from the applicable Priority Level that may be oversubscribed. The lottery may be conducted by grade, or any other applicable capacity limiting reason as approved by PTPLA Board.

Applications can be submitted in digital format or hard copy. Both digital and hard copy applications can be accessed and printed from our school website, or retrieved from the school office at 909 S. Meridian Avenue, Oklahoma City, OK 73179. PTPLA will make every effort to ensure that the racial composition of the school resembles that of the needs of the resident district, inclusive of the largely populated Hispanic and African-American demographics, and additionally those students having been categorized in the Additional Targeted Supports and Intervention (ATSI) designation. Additionally, PTPLA will comply with any school Desegregation Plan or Order that is in effect. Families of the Putnam City School District may submit applications at any time, without end.

The Oklahoma Charter School Act states that “a charter school shall not limit admission based on ethnicity, national origin, gender, income level, disabling condition, proficiency in the English language, measures of achievement, aptitude, or athletic ability.” If capacity is insufficient to enroll all eligible students, the charter school shall select students through a lottery selection process.” All students are provided a free education without tuition or fees.

It will be the goal of PTPLA that all “eligible students” will re-enroll in the same school year over year, based on enrollment from fall to fall each year. Eligible students include all students who are not in the final grade of the school, have not moved out of the school’s catchment area, and are eligible to attend public school.



**Proud To Partner Leadership Academy
2024-25 School Application Form**

Applying for Grade (circle): 9 10 11 12

Student Information

Legal First Name: _____

Legal Last Name: _____ **Middle Initial:** _____

Current School: _____

Is this student a sibling of a current student? Yes No

(If yes, please provide first and last name of sibling(s).

Sibling Name: _____ **Sibling Name:** _____

Student Address

***Lottery results will be mailed to this address unless notified of any address change.**

House/Apt. # Street Name: _____

City: _____ **State:** _____ **Zip Code:** _____

Phone: _____ **Email address:** _____

Parent/Guardian Information

Parent/Guardian 1 First Name: _____ **Last Name:** _____

Phone: _____ **Email address:** _____

Parent/Guardian 2 First Name: _____ **Last Name:** _____

Parent/Guardian 2 Address (If different than student)

House/Apt. # Street Name: _____

City: _____ **State:** _____ **Zip Code:** _____

Phone: _____ **Email address:** _____

Parent/Guardian Signature: _____

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Mail or hand deliver this form to 4149 Highline Blvd. Suite 300, Oklahoma City, OK 73108 by April 12, 2024. All applications received after the deadline will be placed on the waiting list in the order in which they are received.