

2024 - 2025

# West-MEC Central Program Enrollment Timeline



## 1. October 31, 2023

**Applications go live and Central Program Information Sheets are available!** Access applications online at [west-mec.edu](http://west-mec.edu). Students must turn in their application verification form to their counselor after creating an application.

## 2. January 31, 2024

**Priority Deadline.** Counselor (or homeschool parent) compiles and uploads required documentation (signed verification form, completed rubric, current transcript, test scores for college programs when needed, signed action plan when needed and proof of residency). An email detailing the submission process will be sent to known charter contacts in early January. Students can still apply after this date but will be automatically placed on a waitlist.

## 3. February 1-21, 2024

**West-MEC processes applications and determines allocations.** Each application is checked for eligible grade level and to verify program requirements. Allocations are based on eligible applications received by West-MEC by the priority deadline.

## 4. February 22-29, 2024

**West-MEC ranks applications and selects students for acceptance** based on rubric scores.

## 5. March 1-4, 2024

**West-MEC sends acceptance and registration letters to accepted students and their schools.** Waitlisted students and students on action plans will also be notified. Accepted students will have through March 6th to complete the grant application

## 6. March 7, 2024

**West-MEC sends out enrollment instructions to accepted students.** Accepted students will have through March 29th to complete the enrollment packet and pay the registration fee. When a student completes enrollment, a golden ticket will be emailed to the family with information for the school to alter student schedule as needed.

## 8. March 29, 2024

**Enrollment deadline for Priority Allocated students.** All Enrollment documents and payment must be received by this date.

## 7. April 1, 2024-End of Summer

**West-MEC updates program seat availability based on completed enrollments, reranks students by rubric score, and updates waitlists.** New applications are reviewed and placed when seats are available. Waitlists will continue to be updated and maintained when applicable.

## 8. April, May, June and July

**Reports detailing Enrolled Students will be sent to schools.** Exact dates will be announced in spring 2024.