**Universal Prekindergarten Lottery Process**

Students are selected by lottery to participate in the UPK program if the total enrollment exceeds the number of available placements. To be eligible for the lottery, a completed application must be received by the requested date for the registration year. The child must be 4 years old on or before December 1st and must be a legal resident of the Rush-Henrietta school district.

The district utilizes an electronic lottery draw to select students randomly from the list of completed applications received by the requested date. Each name is assigned a number. Once the placements are filled, the remaining students will be placed on a waitlist. Students are placed at their first choice if available. Twins and multiples are placed together at the same location. Results of the lottery will be available following the draw. Applications received after the lottery takes place will go on the waitlist until a placement becomes available.

Once the lottery is complete and students have been selected, families are given the registration packet by their preferred method, either through mail, email or website link. The electronic version can be translated into the home languages if required. Intake meetings will take place with the families to review paperwork, answer questions and make placement decision.