

# 2019-2020



# DLE & UE Principal's Timeline

## October

**October 1, 2018:** On-time *Choices* application window opens. Parents/guardians can apply online at GoTo.lausd.net or apply with a paper application. Online applications will receive a confirmation receipt. New & matriculating students must submit an application. Continuing DLE students do not need to submit an application.

\*Paper applications are not available online for 2019-2020. Please request additional paper applications with the DLE office.

## November

**November 16, 2018:** Choices DLE application deadline (extended).

**Week of November 26, 2018:** A list of students needing target language verification, who are applying for grades 2-12 and have not participated in Dual Language Education programs, will be available in the Principal's Portal (Select Unified Enrollment, DLE, Select Quick Actions and DLE Verification List). The target language assessment is available in Schoology.

**November 2018-February 2019: Window for schools to complete target language verification**

## December

**Week of December 10, 2018:** Confirmation/Correction letters sent to Parents/guardians who applied with an on-time application. Parents must submit corrections by January 11, 2019

## January

**January 11, 2019: Deadline for Principals to Update Enrollment Capacity.** Principals need to enter the DLE capacity for the 2019-2020 school year (Select Unified Enrollment, DLE, Select Quick Actions and Quick Counts/DLE Capacity link).

**January 11, 2019:** Deadline for parents to submit corrections electronically or by mail.

## February

**February 1, 2019:** Late *Choices* Application Window opens. DLE programs accept Late Applications all year.

**February 15, 2019: Deadline for Principals to enter the Target Language Assessment results.** Schools administering the target language assessment to students who applied during the on-time window, need to enter either a "meets language eligibility" or "does not meet language eligibility" in the Principal's Portal (Select Unified Enrollment, DLE, Select Quick Actions and DLE Verification List).

## March

**March 12-15, 2019: Principal's Opportunity to Review Roster.** Principals will be able to review their roster of all applicants before the selection/wait list letters are delivered.

**Week of March 18, 2019:** Parents/guardians of on-time applicants will receive a Selection or Waiting List letter to inform them of selection status. Schools need to notify students from the on-time wait list when a space becomes available.

## April

**April 5, 2019 Deadline for Parents to Accept/Decline:** Deadline for parents/guardians of newly selected students who applied with an on-time application to accept or decline placements. Students who do not accept or decline placements will default to his/her resident school.

**April 8, 2019:** Principals can begin to call students who applied with a late application from the Late Application Roster (in the Principal's Portal) to offer available seats. (If and only if the on-time wait list has been exhausted.)

## May-July

**Enrollment:** Parents who accepted a selection must contact the school for enrollment procedures. Schools are encouraged to call parents who accepted their DLE program but have not contacted the school to begin the enrollment process.