



THE APPLICATION PROCESS

For Carnegie Vanguard high
School



How to apply

STEP 1:

Fill out an **application online**

(a link to the application is available on CVHS website under quick links).

➤ **Deadline is December 7, 2018!**

STEP 2: HISD GT status

If your student is already GT by HISD

- APPLY

- SUBMIT

- NO DOCUMENTS ARE NEEDED.

- STUDENT IS ALREADY QUALIFIED.

If your student is **NOT GT** by HISD

1. Request testing to your HISD Zoned school
by December 8th
2. Upload your last year's final report card on the application **by January 23rd 2019.**
3. Request using the online system
a teacher recommendation **by January 23rd 2019.**

Step 3: GT Testing (if needed).

- IOWA= 4 hours: Math and English
- CogAT= 30 min: non verbal test

Testing location

- If applying to 9th grade please request testing to your HISD zoned **MIDDLE school**
- If applying to 10th grade, please request testing to your HISD zone **HIGH school**

Testing dates

- **Each school has scheduled their own dates for the GT testing.**
- **Please contact your zoned school GT coordinator to schedule the test and confirm the testing dates.**
- **The testing window for GT is from 12/1/18 to 1/12/19.**

Additional information about testing

- No other tests are acceptable.
- We can only accept tests if they were taken **on HISD premises** and are dated from the current school year.

STEP 4: Last year report card

Upload on the online application:

- If applying to the **9TH GRADE** : Upload **your 7TH grade FINAL REPORT CARD**
- If applying to the **10TH GRADE**: Upload **your 8TH grade FINAL REPORT CARD.**
- If you cannot upload it please email your documents to lmoumni@houstonisd.org

Step 5: Request **a teacher recommendation**

■ Option 1:

On the online application, enter your **child's current core teacher's name and email address**. The teacher will then submit it back to us.

■ Option 2:

Print a paper copy from the Vanguard Magnet application:

- Current Core teacher complete the paper recommendation and **return it to you in a sealed envelope with his/her signature across the seal**.
- Submit the sealed Core Teacher Recommendation directly to me!

■ Option 3:

The Core teacher may also scan the completed Teacher Recommendation and send it to me directly at lmoumni@houstonisd.org.

All Teacher Recommendations must be **submitted by January 23, 2019**.

Emails will be sent:

- To confirm *application submission*.
- To notify you if *documentation is required*.
- To send you *reminders*.

Pick an email you check often!

Step 6: Ranking!!!

- 5 magnet schools .
- How to rank them: Order of importance!
- Ranking does not affect the lottery!
- But it does affect your school's statuses after the lottery

Ranking information

- The deadline to rank is **DECEMBER 7TH** !
- After this date you WILL NOT be able to change your ranking!
- Make sure to rank your schools according to where your child wants to go!

Example

- Rank 1= CVHS
 - Rank 2= Bellaire HS
 - Rank 3= DeBakey HS
 - Rank 4= Westbury HS
 - Rank 5= Heights HS
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- Scenario1 /scenario 2

Scenario #1

■ Rank 1= CVHS accepted

■ ~~Rank 2= Bellaire HS~~

■ ~~Rank 3= DeBakey HS~~

■ ~~Rank 4= Westbury HS~~

■ ~~Rank 5= Heights HS~~

1. You have until **April 5th** to let us know you want the seat otherwise your seat will be dropped.
2. Provide a **Proof of Residence**
3. Sign the **Entrance Agreement**

Scenario #2:

- Rank 1= CVHS waitlisted and ALIVE!
- Rank 2= Bellaire HS waitlisted and ALIVE!
- Rank 3= DeBakey HS accepted
- ~~Rank 4= Westbury HS~~
- ~~Rank 5= Heights HS~~

You **MUST accept** your seat at Debakey HS;
it will not drop you from your higher ranked
choice!

Lottery/notification

- In February /March : calculate the matrices
- March: Lottery is run with all the qualified applicants.
- Thursday, March 21, 2019: Notifications

Step 7: Accept or decline!

Parents have until **Friday April, 5 2019** to make a decision.

3 contact attempts : 2 emails and a phone call.

If no answer by April 5th= declined seat

Waitlist management after April 5th

- We will start **moving students from the waitlist** on **April 8th**.
- If you are called from the waitlist usually on a **Monday, you will have until Friday** of the same week to let us know if you want the seat or not.
- **After the 3 points of contacts** (2 emails and a call) without an answer we will drop your seat and move on to the next person on the waitlist.
- We moved the waitlist until one week before school starts.

What about transportation?

- **HISD guarantees transportation to all magnet schools (for students accepted to that school).**
- Transportation has been changed to a HUB system.
- Please be aware that the first weeks of school, the transportation department often adjusts and changes the routes.

To summarize:

- Step 1: **Apply online** and submit **before December 7th 2018**
- Step 2: **Confirm** GT status
- Step 3 **if not GT**: Testing (**request before December 8th**)
- Step 4 **if not GT**: Upload last year's final report card (**by 01/23/19**)
- Step 5 **if not GT**: Request teacher recommendation (**by 01/23/19**)
- Step 6: **Ranking** before **December 7th 2018**
- Step 7: After notification **accept or decline** seat before **April 5th 2019** and provide necessary documents.