

UNIVERSITY HIGH SCHOOL ADMISSION POLICY

ADMISSION REQUIREMENTS: FRESHMEN & SOPHOMORES

Admission to UHS for 9th and 10th grade is based on the following factors: 1) achieving 50 points or more for qualified GPA and entrance test scores, and 2) space availability. UHS reserves the right to determine the qualifying score for admission. However, the qualifying score for admission shall never be below 50.

Qualifying for Admission by Meeting GPA and Entrance Test Score Criteria

Admission to UHS is determined by a point system awarded for GPA and entrance test scores. A minimum of 50 total points is required for admission, unless UHS determines that the minimum total should be higher than 50.

GRADE POINT AVERAGE

Students must have a minimum cumulative GPA average of 3.0 in 4 core classes – English, Social Studies, Mathematics and Science – to receive any admission points. In calculating GPA, no additional weight is given for advanced classes, such as pre-AP, GATE or honors. The cumulative GPA average is calculated from final grades for the 2nd semester of 7th grade and the 1st semester of 8th grade.

Students seeking admission for 10th grade must have completed a full-time school schedule and achieve a cumulative GPA average of 3.0 in the 4 core areas at the end of the previous school year. In calculating GPA, no additional weight is given for advanced classes, such as GATE or Honors.

Students not enrolled in TUSD schools are required to provide transcripts of grades. If semester or quarter grades are not available, trimester grades will be used. Schools that do not give grades must provide letter grades for the applicant to be eligible for admissions. Consideration cannot be given to non-TUSD applicants who do not submit transcripts.

ENTRANCE EXAMS

UHS currently administers two nationally normed tests to all applicants - the Cognitive Abilities Test (CogAT) and the Raven Standard Progressive Matrices test (Raven). Students are awarded points based upon their composite score across exam subtests.

Students seeking admission as freshman must take both entrance tests in the fall semester of their 8th grade. For admission to 10th grade students may use their test scores from the previous year's admission cycle, or retake the test. If a student retakes the test, those test scores will be used even if they are lower than the previous years. Test scores older than 1 year cannot be used for admissions.

Students must receive a minimum qualifying composite stanine score of 7 on the CogAT entrance test to receive points. Provided that the applicant receives a minimum score of 7 on the CogAT, the applicant can use his/her Raven's score instead of the CogAT score if the Raven's score is at a higher stanine than the CogAT.

AWARDING OF POINTS

Points are awarded for GPA and test scores according to the following tables. 50 points and above qualifies a student for admission to UHS.

GPA	Points
4.00	36
3.99 - 3.86	34
3.85 - 3.72	32
3.71 - 3.58	30
3.57 - 3.44	28
3.43 - 3.30	26
3.29 - 3.15	24
3.14 - 3.00	22
2.99 - 0.00	0

Stanine Test Score	Points
9	27
8	24
7	21
0-6	0

Residency

Any student residing with their parent(s) or legal guardian(s) within the state of Arizona may apply for admission to UHS. However, students who meet the qualifying criteria will be admitted according to the following residency priorities:

- a) Students living within the geographic boundaries of TUSD
- b) Students living within the neighboring Altar Valley and Continental School Districts, because they do not have high schools
- c) Students living in Pima and Pinal Counties
- d) All other students

Residency is determined at the time of application.

Space Availability

UHS has a goal of enrolling 300 freshmen at the beginning of each school year. However, if UHS is unable to accommodate all qualified freshman due to space availability or resource constraints, students will be admitted by residency priority and rank order of total points on the entrance matrix until all available slots are filled. Students who qualify for admission at 10th grade will be admitted by residency priority and rank order of total points unless qualified for priority under I.A.4.4.

Students Who Score Highly on the Entrance Tests but Fail to Achieve Minimum GPA

Students who receive the maximum number of points for the entrance test scores (27), but fail to qualify for admission on the basis of GPA, will be given priority for admission the following year if they have raised their GPA to the level required to qualify. Students can only be admitted if space is available.

Open Enrollment / School Choice

Admission to UHS is based solely on meeting the qualifying criteria. Students cannot enroll in UHS through the open enrollment/school choice process.

Early Admissions

Students who are in grades 7 and below cannot apply for the incoming freshman class. UHS does not offer an acceleration of curriculum for the purpose of early graduation, but offers a challenging four-year college preparatory curriculum.

ADMISSION REQUIREMENTS: JUNIORS

The criteria for incoming Junior admissions reflects the preparation of current UHS students at this level. Admission to UHS for 11th grade is determined by the following factors: 1) successful performance on the State's standardized test requirements for graduation, 2) cumulative GPA of 3.5 or higher in freshman and sophomore core classes, 3) credit and coursework completed in freshman and sophomore years and 4) space availability.

Meeting State Standardized Test Requirements, such as AIMS

All incoming Juniors must have passed all required State tests for graduation in the core subject areas, including math, English, and writing. Students must receive an Exceeds on AIMS or the equivalent in at least two subjects.

Cumulative GPA in high school core classes

Students seeking admission as a Junior must have completed a full-time school schedule and achieved a GPA of 3.5 or better in the core classes of English, Math, Science, and Social Studies, in each semester of their freshman and sophomore years.

High School Credit and Coursework

Students seeking 11th grade admission must have completed at least 2 years of HS credit in each of the three areas of Math, Science and English, and 1 year of HS credit in Social Science or equivalent. At least 3 courses a semester must be Honors or Advanced Placement.

Students not enrolled in TUSD schools are required to provide transcripts of all High School courses and grades completed. Consideration cannot be given to non-TUSD applicants who do not submit transcripts.

Space Availability

Students who qualify for Junior admissions will be admitted by residency priority as defined under I.A.4.2. and I.A.4.3.

ADMISSION REQUIREMENTS: SENIORS

Students applying for admission as Seniors must be on track to graduate at the end of the year and have no major deficiencies. Admission is determined by the following factors: 1) successful performance on the State's standardized test requirements for graduation, 2) cumulative GPA of 3.5 or higher in freshman and sophomore and Junior core classes, 3) credit and coursework completed in freshman sophomore and Junior years and 4) space availability.

Meeting State Standardized Test Requirements, such as AIMS

All incoming Seniors must have passed all required State tests for graduation in the core subject areas, including math, English, and writing. Students must receive an Exceeds on AIMS or the equivalent in at least two subjects.

Cumulative GPA in high school core classes

Students seeking admission as a Senior must have completed a full-time school schedule and achieved a GPA of 3.5 or better in the core classes of English, Math, Science, and Social Studies, in each semester of their freshman, sophomore and junior years.

High School Credit and Coursework

Students seeking admission for 12th grade must not have any credit deficiencies towards graduation. Students must have completed 3 years of HS credit in each of the three areas of Math, Science and English, and 2 years of HS credit in Social Science or equivalent. At least 3 courses a semester must be Honors or Advanced Placement.

Students not enrolled in TUSD schools are required to provide transcripts of all High School courses and grades completed. Consideration cannot be given to non-TUSD applicants who do not submit transcripts.

Space Availability

Students who qualify for Senior admissions will be admitted by residency priority as defined under I.A.4.2. and I.A.4.3.

APPLICATION PROCESS

All students must complete an application form and return it by the published deadline in order to be considered for admission to UHS. Applications may be mailed, faxed, or e-mailed to the appropriate address. A confirmation of receipt of the application will be sent via email or phone. Late applications will not be accepted once admissions process is closed.

An invitation letter and application form is sent to every enrolled 8th grade student at a TUSD school. Letters are also sent to every private and charter school listed with the Pima County Superintendent of Schools. Application forms are available at every middle school site, and electronically - through both the TUSD and UHS websites.

For currently enrolled TUSD students, a completed application form is all that is required. Non-TUSD enrolled students must provide additional information as detailed on the application check-list. The UHS Principal, with the advice and consent of the UHS School Council will update the check list annually.

Additional Recruitment efforts

UHS conducts additional recruitment efforts in order to attract a broad and diverse pool of applicants. Additional recruitment efforts will be developed by the UHS Principal with the advice and consent of the UHS School Council on an annual basis.

- a) Targeted Student Outreach – Additional outreach, including letters to parents and home visits, to students taking advanced middle school classes in TUSD and to selected middle sites and programs. Targeted outreach to students who score in the highest levels of the AIMS and Terra Nova tests.
- b) Outreach to site/program administrators and staff – Each spring UHS will attend MS principal and counselor meetings to brief them on admission requirements and

recruitment objectives. Site staff will be encouraged to recommend students for admission. UHS will meet with each ethnic studies program to explain admission requirements and recruitment objectives.

c) Community outreach – UHS representatives will visit parent meetings, private schools, and other venues upon request.

Application Records

UHS will use existing district management systems to maintain an accurate and current list of all TUSD and non-TUSD UHS applicants.

TESTING

UHS administers the entrance tests for incoming freshmen in the fall semester while testing for 10th grade placement and above occurs at the end of the school year in June. Students must complete an application form and submit it by the posted deadline in order to be tested for admission to UHS. TUSD middle school sites will be sent a list of their enrolled applicants one week prior to the close of the application deadline in order to finalize the testing lists.

Test Administration

Entrance tests will be administered by certified personnel in compliance with published test instructions. UHS 8th grade applicants enrolled at TUSD middle schools will be tested at their school site. UHS will work with the middle school sites to schedule and publish testing dates by the end of May of the previous school year. UHS will set aside a specific time for administering the test to 8th grade applicants enrolled outside of TUSD. UHS will schedule a specific time in early summer to administer the test to 10th grade.

UHS will schedule a specific day and time for 8th grade make-up testing. Applicants who miss testing will be invited to make-up testing. Only students who met the application deadlines and were absent for their scheduled test, will be tested.

Testing Accommodations

Students with special testing needs will be accommodated in accordance with federal law, state statute, and TUSD Board policy.

STUDENTS WITH DISABILITIES

Students with a current IEP or 504 will be accommodated according to specified testing accommodations. UHS applicants who are not enrolled in a TUSD school will need to provide a copy of their IEP or 504 to UHS in order for accommodations to be made. Accommodations cannot be made without documentation.

STUDENTS WHO'S PRIMARY HOME LANGUAGE IS OTHER THAN ENGLISH

Current published test guidelines do not allow for the translation of the CogAT test into other languages. Students must listen and understand the instructions in English to complete the test. As other language versions of the test become available, they will be adopted.

Test Scheduling, Processing and Scoring

HS will work with the District's Accountability & Research Department (A&R) to ensure that testing is conducted effectively and efficiently, and that assessment protocols and test integrity are met.

The A&R department is responsible for coordinating, processing and scoring entrance exams. UHS does not process or score tests on site.

The A&R department provides UHS with the final data regarding qualifying criteria and residency verification for each individual student applicant. Information on TUSD applicants comes from the district's official student database of record, Mojave. Information on non-TUSD applicants is based on application information and will be stored by the district.

The A&R department will provide statistical information on UHS applicants and testing as requested.

NOTIFICATION OF ADMISSION

UHS will send applicants notice of admission in accordance with this established policy. This policy will be reviewed annually by the UHS principal and School Council.

RE-ENROLLING

UHS maintains a 10 school day grace period for students who leave UHS during the school year. Within the first 10 school days of leaving, a student may re-enroll at UHS without re-applying for admission. However, after this period, the student must re-apply for admission for the following school year in accordance with this policy.

A student who has transferred to another school from UHS and wishes to return does not receive special consideration and must reapply for admission in accordance with this policy. A student who has been exited from UHS may reapply for admission in accordance with this policy. All admission requirements must be met.

A student who transfers or officially withdraws at the end of a school year has 15 calendar days from the date of withdrawal to re-enroll. Failure to re-enroll will result in forfeiture of the student's admission place.