

GUIDE TO MY SCHOOL DC

DC's common application and lottery for DCPS and public charter schools



MY SCHOOL DC

The Public School Lottery

[MySchoolDC.org](https://myschooldc.org)

2023-24 SCHOOL YEAR

 [MySchoolDC.org](https://myschooldc.org)

 (202) 888-6336

 info.myschooldc@dc.gov



 GOVERNMENT OF THE DISTRICT OF COLUMBIA
MURIEL BOWSER, MAYOR

MAKE YOUR SCHOOL LIST

Download this worksheet and make a list of schools you want to learn about. You can begin your search by using the [School Finder at MySchoolDC.org](https://myschooldc.org). Once you've researched each school, list them in the order you like most. You can apply to up to 12 schools on the My School DC application, and you will need to rank them in the order you like most.

SCHOOL NAME	DATE OF SCHOOL OPEN HOUSE	NOTES What matters most to you and your child in a school? Which schools are a good fit?	RANK
<i>Example:</i> <i>School ABC</i>	1/9/23 <i>(Virtual session)</i>	<i>School focuses on science and math, which is a good fit for my child; but school is located 3 miles from where we live (need to research transportation options)</i>	3

Questions? Need application support?

Call the My School DC Hotline at (202) 888-6336, Monday – Friday, 8 a.m. – 5 p.m. for assistance in your language or email us at info.myschooldc@dc.gov.

OVERVIEW OF MY SCHOOL DC

The My School DC common lottery is a single, random lottery that determines placement for new students at all participating schools. While there is no advantage to applying first, applicants must apply by the application deadlines.

SCHOOL YEAR 2023-24 LOTTERY DEADLINES:
February 1: **Grades 9-12** | March 1: **PK3 — Grade 8**

There are three steps to My School DC:

- 1. LEARN:** Consider what is most important to you and your child, make a list based on those needs, and research your school options.
- 2. APPLY:** Go to [MySchoolDC.org](https://myschooldc.org) to create your family account and start your application, rank your school choices in the order you like most, and submit your application by the application deadlines.
- 3. ENROLL:** Once your child receives an offer to enroll, prepare all required documents and enroll your child at the school by May 1, 2023.

Who needs My School DC?

Submit a My School DC application if your child will be a NEW student at a:

- PK3 or PK4 program at any DCPS school (including your DCPS in-boundary school)
- DCPS school outside your boundary or feeder pattern (PK3 – Grade 12), including DCPS citywide schools
- Dual-language strand at any DCPS in-boundary elementary school (PK3 – Grade 5)
- DCPS selective high school or program (Grades 9-12)
- Participating public charter school (PK3 – Grade 12)

You DO NOT need to submit a My School DC application if your child will:

- Remain in their current school (contact your school to re-enroll)
- Enroll at their DCPS in-boundary or feeder school (Grades K-12)
- Enroll at their public charter feeder school (all grades)

The My School DC lottery application opens on December 12, 2022. The application is available in **English** and **Spanish**. Application guides are available for download in **Amharic**, **Chinese**, **Vietnamese**, and **French** on [MySchoolDC.org](https://myschooldc.org). Call the My School DC Hotline at (202) 888-6336 for application assistance in your language, Monday – Friday, 8 a.m. – 5 p.m.

TIP: Every K–12 student who lives in the District of Columbia has the right to attend at least one DCPS school where they can directly enroll without submitting a My School DC application. Use the **School Finder at MySchoolDC.org** to find your DCPS in-boundary school.



Questions? Need application support?

Call the My School DC Hotline at (202) 888-6336, Monday – Friday, 8 a.m. – 5 p.m. for assistance in your language or email us at info.myschooldc@dc.gov.



Learn Phase

Consider what is most important to you and your child.

- How important is school location? How will I get my child to school?
- How important is before and after care to my family?
- What kind of learning environment is best for my child?
- What academic offerings are important for my child?
- What extracurricular offerings are important for my child?

Learn about the public school options that meet your needs. Here are some good starting points:

- Visit **MySchoolDC.org**.
 - + Use the **School Finder** to search by address, grade and program type and find DCPS and public charter schools near you, including your DCPS in-boundary schools.
 - + Check out the My School DC **school profiles** to learn about participating schools and view their open house schedules.
- Visit schools when possible or call schools directly if you have questions about their programs. Make sure to download and review our list of **helpful questions** to ask of schools from **MySchoolDC.org**!
- Talk with your neighbors or friends who attend the schools you are interested in and attend EdFEST – the annual public school fair – and other school fairs.



TIP: Keep track of your list of schools by using the worksheet on page 1!



Apply Phase

First, create a My School DC family account at [MySchoolDC.org](https://www.myschooldc.org).

- Create one family account. You will use this account to submit an application for each child applying to a new school. Each child gets their own application in your family account.
- You will need to provide an email address and set a password. If you do not have an email address, you can instead create a username. Make sure to write down your login information in a safe place!

Next, start a My School DC application.

You need the following information to complete a My School DC application:

- Information about your child
 - + Name, date of birth, current school, and application grade
 - + Sibling information
- Basic information about your family
 - + Legal guardian's name (first and last)
 - + Contact information, including guardian's home address
- School selections
 - + You can choose up to 12 schools.
 - + List your 1st choice (the school that you want the most), then your 2nd choice, and so forth. Review your choices to ensure that they are ranked in the order you like most.

IMPORTANT: The order in which you list your schools matters! Students can only be matched with up to one school and are waitlisted only at the schools they ranked higher than the school where they are matched or enrolled

Finally, submit your application by the deadline!

- February 1, 2023: Application deadline for Grades 9-12
- March 1, 2023: Application deadline for PK3 – Grade 8

Note: You have until the date of the deadline to make any edits on your application and until March 15 to re-order your school rankings if you so choose.

TIP: Applying to a selective high school?

Plan ahead to make sure your child is able to complete all required sections of the application before the lottery application deadlines.



Questions? Need application support?

Call the My School DC Hotline at (202) 888-6336, Monday – Friday, 8 a.m. – 5 p.m. for assistance in your language or email us at info.myschooldc@dc.gov.



Enroll Phase

What should you do when you receive your lottery results?

Lottery results will be released on **March 31, 2023**. Log in to your family account at MySchoolDC.org to view your child's lottery results and their positions on waitlists.

If your child is matched with a school through the lottery, you have until **May 1, 2023** to enroll at that school. If your child is offered a space off a waitlist, you have until the deadline communicated to you by the school to enroll. Families that do not enroll by these deadlines may lose their space at the school.

A parent or legal guardian must complete the school's enrollment and residency verification processes in order to enroll their child.

To enroll, you must:

- **Prove that you are a DC resident.** Go to OSSE.dc.gov for a list of documents you can use to show your home address.
- **Follow the school's additional enrollment requirements**, including submitting all required health and vaccination records.

Enrolling at your matched school does not remove your child from other schools' waitlists. At any time you can log in to your family account at MySchoolDC.org to view your child's current waitlist positions. Offers from a waitlist are not guaranteed. For information on understanding your lottery results and on how waitlists work go to MySchoolDC.org.

MY SCHOOL DC

THE PUBLIC SCHOOL LOTTERY

KEY DATES

December 10, 2022 | Virtual EdFEST - the annual public school fair!

December 12, 2022 | My School DC Application opens

February 1, 2023 | APPLICATION DEADLINE for Grades 9-12

March 1, 2023 | APPLICATION DEADLINE for PK3 - Grade 8

March 31, 2023 | Lottery results are released

May 1, 2023 | Enrollment deadline for matched families

For assistance in your language, call **(202) 888-6336**.

Para recibir ayuda en su idioma, llame al **(202) 888-6336**.

በቋንቋዎ እርዳታ ለማግኘት፣ ይደውሉ **(202) 888-6336**።

如果需要语言方面的帮助，请拨打 **(202) 888.6336**。

Để được hỗ trợ bằng ngôn ngữ của quý vị, hãy gọi **(202) 888-6336**.

Pour obtenir de l'aide dans votre langue, appelez le **(202) 888-6336**.

 /MySchoolDC

 MySchoolDC

 @MySchoolDC

 @MySchoolDC

 www.myschooldc.org

 **(202) 888-6336**

 info.myschooldc@dc.gov



 GOVERNMENT OF THE
DISTRICT OF COLUMBIA
DC MURIEL BOWSER, MAYOR