Timeline: School Enrolment for Prospective Students in 2015

This timeline should be read in conjunction with the Enrolment of Students in ACT Public Schools Procedures

28 April 2014
Enrolment starts for 2015 school year. Forms available at Applications for Enrolment of Student in ACT Public Schools School Enrolment Management Plan completed and on school website

30 May 2014
Applications for Enrolment/Transfer in 2015 close

2-6 June
Schools process applications.

9 -13 June
Schools unable to make offers email applications to the principal of the next choice school.
Schools send letters to unsuccessful students informing them of the reason and their application has been forwarded to the next school.
Schools who receive applications that do not include a 2nd or 3rd choice and are unable to accept send email to the principal of the Priority Enrolment Area school. NSW applications are to be forwarded to the Office for Schools for offers in another ACT school.

16 June 2014
Offers of enrolment dispatched by schools. Information on Review of Offer enclosed.

27 June 2014
Parents and carers advise schools of student’s acceptance of offer.

4 July 2014
Applications for Review of decision by school closes.
Reviews to be sent to the principal of the school where the application was unsuccessful.

25 July 2014
Review decisions dispatched to parents. Information on Appeals Process enclosed. Please send to:
Letters of Appeal
Office for Schools
PO Box 158
CANBERRA ACT 2601
or email: officeforschools@act.gov.au

8 August 2014
Appeals close

13 August 2014
Appeal Panel convenes

19 August 2014
Decisions of Appeal dispatched for parents and carers.
- Ongoing - Applications continue to be received by schools and processed.
- Ongoing - Priority Enrolment Area students placed in designated school.
- High demand schools make second round offers for our-of-PEA students after appeal decisions