

Hillside High School Admissions Policy

Durham Public Schools' (DPS) Office of Student Assignment outlines the process of admission to all magnet schools through the Magnet Lottery each year. As of a member of the District Magnet Coordinators PLT, we meet monthly to discuss and implement the process. The process was developed to promote equity across the district. The process for our admissions policy is outlined below.

DPS Magnet Fair

The process for admission begins with a DPS Magnet Fair which is held on a Saturday in November. The district Magnet Fair is widely publicized to Durham and the surrounding communities through television, billboard, email, radio, district and school websites, and by bilingual flyers.

At the DPS Magnet Fair, each magnet school or program showcases their school and explains the program to prospective parents and students at the Magnet Fair. The IB Diploma Programme Coordinator, MYP Coordinator and school administrators attend the DPS Magnet Fair to represent the school and IB Program.

School Tours

Our IB programme, along with our Business & Finance Academy and the JROTC program, host school tours once a month throughout the months of December thru March. We offer the tour during the school day so that parents and students can visit IB MYP & DP classrooms. We use our IB Ambassadors, who are students in grades 9 - 12, to lead the tours and give their perspective of the programmes and the school.

Application Lottery & Acceptance Process

The lottery application for DPS is open for the month of January in Smart Choice. Any student in Durham County may apply for the MYP (9th & 10th grades) or the Diploma Programme (11th grade). The district provides transportation to all students selected. Students at our MYP partner school, Shepard Middle School, will receive priority admission status as long as an application is submitted on their behalf. Any student who applies before the January deadline has a chance to be selected in the lottery for our IB Program in 9th, 10th or 11th grade. The application consists of demographic data and a short essay explaining why the applicant wants to be in the IB Program. The selection is completed randomly by the Smart Choice program. Traditionally, Hillside has offered slots to the following number of applications for each grade level:

Grade Level	# of Applicants Selected
9th	100 - 150
10th	5 - 30
11th	5 - 15

During the first week of March, parents and students are notified through Smart Choice of their acceptance into the IB program. The deadline to accept is usually about 3 weeks. In order to accept their seat, a parent of the applicant must do the following:

1. Accept the seat by the set deadline in Smart Choice. If the applicant fails to accept the seat then their selection will automatically be declined and they will lose their seat.
2. Visit Hillside's Student Services department to complete Hillside High School's enrollment packet. The parent must bring a current lease or deed that matches the address on the application and a photo ID. Rising 9th graders will complete a course registration form. Rising 10th & 11th grade students must bring a copy of their high school transcript and meet with the corresponding counselor to complete a course registration form.
3. Complete Hillside's Statement of Intent form link that was in the email correspondence with the instructions on how to accept the seat.