



## The Choice is Yours. What Parents Need to Know

### How to Apply

#### Step 1: Get a Parent I.D. and Password

- If you do not already have a User ID and password for your family, go to a nearby school and ask for one. Bring a photo ID with you.
- You only need one User ID and password per family.

#### Step 2: Apply Online Jan. 4-13

- Log onto the Student Reservation System (SRS) on the district's website, [www.pcsb.org](http://www.pcsb.org), using your User ID and password.

- Select District Application Programs.
- Enter up to five program selections from the list of programs.  
REMEMBER: Non-PCS students must deliver all documentation of program eligibility, to the appropriate program office(s) by the close of the school day on Jan. 17, 2017.

#### Step 3: Accept Invitations Feb. 8-15

- Log onto the Student Reservation System (SRS) with your User ID and password during this period to accept a program invitation. If you do not accept during this period, your child's

invitation(s) will no longer be valid.

- Review your child's status in all programs to which you applied.
- It is not necessary to accept waiting list positions.
- If you accept any ONE program's invitation during the acceptance period, the student's name will be removed from all other lists, (except the center for Gifted Studies) including waiting lists. You have the option to change your mind and select a different program before the Feb. 15, 2017 deadline.

### Frequently Asked Questions

**Q. May I apply to more than one program?**

**A. Yes, you may apply to up to five programs in order of preference, with your first choice as the top choice. Priority preferences will only apply to your top choice. There are some programs that have eligibility criteria that applicants must meet. The District Application Programs procedures manual contains the entrance criteria for each program. You can find it at [www.pcsb.org/choice](http://www.pcsb.org/choice).**

**NOTE:**

- You may only apply to one of the Center for Wellness and Medical Professions Programs at Boca Ciega High or Palm Harbor University High or The Centers for Innovation & Digital Learning at Gulf Breeze Elementary or Kings Highway Elementary (based on student's address).
- For application area programs, parents may only apply to the program located in the application area in which they live.

**Q. How long can my child stay on a waiting list if no invitation is received?**

**A. Applicants stay on the waiting list for all of the programs to which they apply until they accept an invitation to one of the programs. Accepting an invitation to a program automatically removes a student's name from all other waiting lists (except for the Centers for Gifted Studies). For grades K-7, waiting lists expire on March 1. For grades 8-12, waiting lists expire on the 11th day of the second semester.**

**Q. If I apply to a magnet or fundamental, does my child lose the seat at the current school?**

**A. No, students do not lose their current seat by applying alone. The seat is surrendered for the following year only if the parent receives and accepts an invitation to a program.**

**Q. Is there any advantage to applying early in the application period?**

**A. No, applications are NOT processed on a first-come, first-served basis. All applications during the application period Jan. 4-13, 2017, are given equal treatment.**

**Q. What happens if my child is invited to a program but I do not log back into the Student Reservation System (SRS) during the acceptance period?**

**A. To guarantee your child's seat, you must log in during the appropriate dates to accept the invitation (Feb. 8-15, 2017). If you do not log back into the SRS system to accept an invitation during this period, your child's invitation will no longer be valid.**

**Q. If I apply to one of these schools and accept an invitation, can I change my mind and try to get a zoned school instead?**

**A. You may, but there is no guarantee that a seat would be available in the zoned school. Students entering kindergarten, sixth, or ninth grade are assigned to their zoned school in most cases. Students in other grades will be assigned based on seat availability.**

**Q. Will I receive any official written notification if my child is accepted into one of these programs?**

**A. No, you must log into the Student Reservation System (SRS) during the acceptance period, Feb. 8-15, 2017, to find out which school/program you have been accepted to, then you either accept the invitation or take no action to remain on all wait lists.**

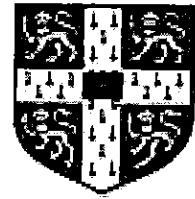
**Q. What can I do if I have a question or problem with the application process?**

**A. If it is a technical question about the online system, contact the Tech Help center at 727-588-6060 or send an email to [help@pcsb.org](mailto:help@pcsb.org). For other questions, call Student Assignment, 727-588-6210.**

Questions? Contact PCS Student Assignment, 727-588-6210

## How to Apply to a District Application Program

1. Parents/guardians must complete an online application for any District Application Program.
2. In order to complete an application, Parents/Guardians must have a Parent FOCUS/Portal ID.
  - a. If you do not have one, please visit any Pinellas County School during business hours.
  - b. Bring your driver's license or state photo ID as verification
3. Online Application Procedures:
  - a. Go to: <https://reservation.pcsb.org>
  - b. Login with your Parent FOCUS ID
  - c. Choose the enrollment option that applies to your family. (Typically – My child currently attends or is assigned to a Pinellas County School. If your child is new to Pinellas, then choose that option.)
  - d. Choose Continue
  - e. If you need to update your address, Click on Change of Address. If you don't need to update your address, choose District Application Program (Magnet, Fundamental, & Career Academy Programs)
  - f. Choose the button for Make an Application for NEXT School Year (2017/2018)
  - g. Click on the bar – "Click here once you have checked one of these options"
  - h. Review the information on the page.
  - i. Click Continue
  - j. Enter your student's first name, last name, and birthdate; or student ID number to search.
  - k. Click the button next to your child's name. If your child's name is not listed, follow the instructions on the screen.
  - l. Click Continue
  - m. Enter any parent contact information – this is the phone number and email address the school will have should they need to contact you.
  - n. Answer the questions regarding siblings, current programs, and PCSB employee status. This is how the computer assigns priority to your first ranked choice. Information entered here will be validated by the school to which you are applying.
  - o. Click Continue
  - p. Review the list of District Application Programs.
  - q. Rank them in order of preference, 1-5 with 1 being the first choice. Choose up to 5 programs.
  - r. Click Continue
  - s. You must agree to the selections you made and agree to the DAP stipulations both listed on the page and addressed in the Procedures for District Application Programs.
  - t. Click Continue
  - u. Print a copy and enter your email address to have a confirmation sent to you.
  - v. Please take the short parent survey to share your experiences with the Choice process and provide input on future magnet programs in Pinellas County Schools.
  - w. If you are new to Pinellas County Schools and you applied to a program with entrance criteria, contact the individual program coordinators to submit your student testing and grading data for evaluation against the specific application criteria.
4. Contact the school or district office if you have questions or concerns.

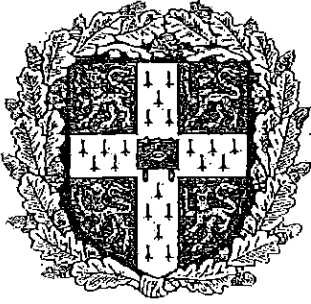


## **Is Pre-AICE / Cambridge right for my child?**

**\*The Questions below may help you decide\***

**Can you answer YES to each question?**

- \* Is your child self-motivated, self-disciplined, and responsible?
- \* Is your child curious about the world around them? Do they ask questions that start with 'WHY' and look for meaning?
- \* Will your child devote enough time to complete at least one hour or more of homework on a nightly basis?
- \* Will you as a parent review the homework and information sent home?
- \* Will you attend a parent conference when requested?
- \* Will you agree that your child owns the responsibility for being successful while here at school?



Pinellas Park Middle School

Pre-AICE / Cambridge

## **Why Pre-AICE?**

The Pre-AICE program provides middle school students with the foundation to achieve in the high school AICE program as well as in any high school setting. Students in the program are exposed to challenging and rigorous curriculum in English, Mathematics, and Science. Additionally, students also participate in project-based learning opportunities through Social Studies. The foundational skills develop in the Cambridge Secondary I Program will help students grow throughout their education.

## **What is Pre-AICE?**

Pre-AICE is the secondary or middle school curriculum which creates the foundation for the AICE diploma at the high school level. The AICE diploma is the Cambridge Advanced International Certificate of Education Diploma.

Successful completion of the Cambridge series of courses is proof of a high quality education that encourages problem-solving and evaluation skills valued by the academic work and by businesses around the world.