



2024-2025 Student Application Process

I. SUBMIT APPLICATION

Enrollment Applications can be completed online at www.urbanacademypgh.org. If you have any questions, you can reach our Admissions Coordinator, Ms. Jessica Williams, at 412.654.2844 or by email at jwilliams@urbanacademypgh.org.

II. IF YOU HAVE APPLIED DURING OPEN LOTTERY (OCTOBER 9TH THROUGH March 12TH)

- i. The lottery will be conducted on March 14, 2024, during our monthly Board of Trustees Meeting.
- ii. You will receive electronic notice of whether your scholar has been accepted or will be placed on our waiting list on or about March 18, 2024.
- iii. If your scholar was selected via lottery, you will be contacted with instructions on how to complete enrollment.
- iv. There will be a new student open house in May.
- v. There will be a mandatory school orientation in August.
- vi. Sibling preference and PPS residency will be given during all lottery application periods.

III. IF YOU APPLY AFTER MARCH 12, 2024

- i. Your student will automatically be placed on the Urban Academy waiting list
- ii. If an opening becomes available, you will be contacted immediately
- iii. If you are approached regarding available space, a 36-hour response time will be granted

PLEASE NOTE

- IF YOUR SCHOLAR HAS NOT SECURED A SPACE AT URBAN ACADEMY, THEY MUST REAPPLY EVERY YEAR
- KINDERGARTEN STUDENTS MUST MEET THE STARTING AGE REQUIREMENT AS DICTATED BY THE RESPECTIVE SCHOOL DISTRICT (PPS STUDENTS MUST BE 5 YEARS BY SEPTEMBER 30)
- SIBLING PREFERENCE WILL ONLY BE GRANTED TO FAMILIES THAT ALREADY HAVE A CHILD(REN) THAT ARE CURRENTLY ATTENDING AND WHO APPLY DURING THE LOTTERY PERIOD

FOR MORE INFORMATION ON ENROLLMENT PLEASE CONTACT:

MS. JESSICA WILLIAMS
ADMISSIONS COORDINATOR
412.654.2844
[JWILLIAMS@URBANACADEMYPGH.ORG](mailto:jwilliams@urbanacademypgh.org)