

How to apply by lottery for admission to Sallie B Howard School

Online application period begins 8 AM on Friday, February 1, 2019 until 5 PM on Friday, May 17, 2019.

Lottery will be held on Monday, May 20, 2019 at 6pm in the SBH cafeteria. You do not have to be present. Emails will be sent to your registered email to alert you on your application.

1. Click here to register: [REGISTER NOW \(https://www.lotterease.com/cgi-bin/sl_V2_1.pl?account_id=279&nav=Parents\)](https://www.lotterease.com/cgi-bin/sl_V2_1.pl?account_id=279&nav=Parents)
2. Select Registration
3. Enter only **PARENTS INFORMATION** on this screen.
4. Submit parent information.
5. Enter your **CHILD'S INFORMATION** on the next screen
 - Choose the correct grades level lottery for your child
 - ****Choose the grade level your child will enter in. 2019-2020 school year.** (Note: If your child is retained after the lottery is run your child's grade level will be updated and his application placed at the bottom of the correct grade level list.)
 - *Ex. John's mother registers him for 1st grade. Over the summer John receives his report card and is retained in Kindergarten. John was #2 on the 1st grade waitlist. John is now placed at the bottom of the Kindergarten applications.*

Once you have created your account, you can do the following::

- Edit you account (VERY IMPORTANT- Update email address, address and phone number)
 - We **WILL NOT** contact parents by phone or mail as all correspondence will be sent via email.
 - Check email regularly as parents will be updated regularly as students move on the waitlist.
- Remove your child(ren) from the lottery if you decide to withdraw your application.
- Accept or decline admission if your child is selected during the lottery

Questions should be directed to Kimberly M Hines, Dean of Student Services at Kfarmer@sallieb.net.