



**South Bay Deutscher Schulverein**  
**South Bay German Language School**  
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SOUTH BAY DEUTSCHER SCHULVEREIN

## **SBDS enrollment process 2016/2017 with 2 time periods:**

### **1. Open enrollment from Mai 1<sup>st</sup> thru August 14th, 2016**

SBDS accepts new Membership applications and re-registrations and puts them on hold until August 14th. Please note that only the registrations received before June 15<sup>th</sup> of the returning 2015/2016 students can be guaranteed a spot.



In the week of 8/15 the SBDS staff will then place student applications into classes by age & skills. Each class has a MAXIMUM number of students (varies by teacher). If there are too many applications then the following groups will be enrolled in that priority:

1. returning students from 2015/16
2. staff students
3. siblings of enrolled students
4. alumni (=members from previous years), or on last year's waitlist
5. new member applications

SBDS tries to enroll everybody, but will conduct a LOTTERY for the class in the priority group that has too many applicants. Enrollment confirmations & class assignments will be announced on Friday 8/28 (subject to change).

### **2. Applications received after August 15, 2016:**

If classes have still space available then the Students will be placed FIRST COME, FIRST SERVE until full.

Please be aware that there are no exceptions, even returning students or staff children may not get in after 8/16.

#### **Additional information:**

- If a class is full then the Student applications will automatically get on a **WAITLIST** in the order received.
- All students may be subject to **placement tests** and **class re-assignments are possible on the first day of school.**
- **Tuition payments** of the enrolled students are due on the first day of school (cash or check only)
- **Registration cancellations AFTER 8/15** must pay a processing fee of \$30