

Examination High School Appeals Process

All appeal documents are due May 4, 2018

Thank you for your interest in attending a DPSCD Examination High School. The first round of admissions and placement is complete. DPSCD is accepting appeal applications from two categories students:

1. Those who missed the first testing deadline and have not taken the exam
2. Those who took the exam, but are seeking a different placement.

ALL students must take an examination to gain admission to Cass Technical High, MLK Jr. Senior High, Renaissance High and Southeastern High.



Students who previously submitted an application and took the exam, but were NOT accepted at the school(s) of their choice must submit the following items by May 4.

1. **ESSAY:** Why do you think you were not admitted through the initial process? What do you think is important for people to know about why you are a strong candidate for an Examination High School? It is recommended that your essay provide an explanation regarding your academic record, circumstances that create a challenge to attending the school you have been assigned, and details about other special skills or talent that would not have been revealed during the initial application.

Limit two pages, Times New Roman, double spaced, 12-point type.



2. **UP TO 3 LETTERS OF SUPPORT:** Applicants may submit three pieces of evidence that support the claims made in the essay. Letters may come from teachers, principals, mentors and/or community members. Letters submitted with original application may be included. Letters should be specific to the individual student and their qualifications for admission to the Examination High School for which the student is appealing. Limit: 2 pages. In lieu of 1 letter of recommendation, student may submit an artifact that supports the claims made in the essay. (Upload only)



3. **POSSIBLE INTERVIEW:** An in-person interview may be required. You will be notified if that is the case.



Please direct questions to: online.assessment@detroitk12.org or (313) 240-4377

For uploads, click link online at detroitk12.org/enroll.

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Students who have not taken the examination must submit application appeal, which will require the completion of an application and upload the following items by May 4:

1. Application
2. Formal Letter of Student Interest wherein the student expresses the multiple reasons why they should be considered for admission to their school/s of choice. Letter should be authored by the student and should not exceed 500 words, Times New Roman, double spaced, and 12-point font. Letter will be considered official writing sample.
3. Letter of Recommendation (no more than 1 page; should be personal and specific to student, identifying traits that make student an excellent candidate for the examination school of their choice)
4. Transcript/GPA
5. Complete the Examination High School test (scheduled through district)

