**Collegiate Academy of Birdville**

**Student Recruitment and Enrollment Plan**

**2023/2024**

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| **November 21, 12pm****BCTAL** | **College and Career Planning Meeting** | **Dean, Counselor** |
| **December 2** | **CAB Application posted on district website** | **All Middle School Counselors****CAB Website Manager** |
| **December**  | **Presentation to College and Career teachers**  | **C&C Teachers - BCTAL** |
| **January**  | **Presentation to MS counselors** | **Dean, Counselor, Teachers** |
| **Nov. 3 – Feb. 2** | **Presentations to all 8th grade students at each MS in through College and Career courses** | **Dean, AP, Counselor, C&C Teachers** |
| **January - February** | **Parent Nights – explain program to parents at each high school and at TCC** | **Dean, AP, Counselor, Teachers** |
| **February 14, midnight** | **Applications close** | **CAB Website Manager** |
| **February 21 & 22** | **Interview Nights at HHS and TCC – prospective students and parents interview current students, parents, and teachers to clarify expectations** | **ECHS Advisory Team; Dean, AP; Counselor; teachers; current students; current parents** |
| **March 16** | **The Lottery – weighted random lottery conducted by Enterprise Systems** | **Enterprise Systems; Dean** |
| **March 19 - 22** | **CABBound letters mailed; middle school campuses visited to reveal the results of The Lottery; pictures with students at MS** | **Dean; AP; Counselor; MS Counselors; CAB Administrative Assistant** |
| **March 23** | **CABBound Letters received in homes** | **Dean; Counselor; CAB Administrative Assistant** |
| **Mid - April**  | **Signing Night Celebration – students sign “scholarship” for AA and have pictures taken with family** | **Director Advanced Academics; Dean; Teachers; Counselor ; IHE Representatives; current students**  |
| **May - TBD** | **TSIA2 or diagnostic administered on each MS campus to incoming students** | **Counselor; Teachers; MS Counselors** |
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