**Charter Applicant Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Charter school applications must meet the following criteria to be accepted for review.**

 Application was submitted on or before the due date and time.

Date \_\_\_\_\_\_\_\_\_\_ Time \_\_\_\_\_\_\_\_ Submitted by *(name/relation to application)*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Application was submitted on the new model application format effective December 2019.

 Application Cover Sheet (*verify information)*

 Executive Summary (not to exceed 2 pages)

 Narrative Page Limits:

**One hundred and ten (110) pages** (including question prompts). *Cover sheet, executive summary and table of contents are excluded from the 110 page limit.*

**One hundred and forty (140) pages** (including question prompts). *Cover sheet, executive summary and table of contents are excluded from the 140 page limit.*

**Applicant completed the Addendum for:** *(check all that apply)*

Existing school replication

High performing replication

Educational Service Provider

****One sided pages

****One inch (1”) margins

****Twelve **(**12) point font

****Single-spaced

 Applicant History Worksheets if applicable *(Attachment DD)* Not Applicable

 No more than **Ten (10) additional pages** of attachments in addition to those requested.

 Statement of Assurances: Signed by a duly authorized representative of the applicant group.

 Board Member Information Forms for each member of the governing board or proposed governing board. *(Attachment L)*

 Sponsor Specific Requirements:

****One (1) hard copy application in binder with **tabs** identifying each section

****Six (6) USB flash drive labeled with the name of the school

****Consecutive page numbers throughout, including attachments & addenda, aligned with a table of contents

 **Application is accepted for review.**

 **Criteria has not been met. Applicant has 7 (seven) calendar days to make nonsubstantive corrections and return application for *final* review no later than \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Charter Office Representative signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_