

Timeline for ACT public school enrolments/transfer for the 2017 school year*

Timing	What
Phase 1 - Enrolment application period	
8:00am 26 April - Midnight 27 May 2016	The online enrolment application form can be accessed from the Education Directorate's website www.det.act.gov.au
Phase 2 – Enrolment processing period	
30 May – 23 June 2016	Applications processed by schools.
24 June 2016	Offers of enrolment sent to all parents/carers **. This offer will be sent from the school offering enrolment and will list any school preferences that were unable to be accommodated.
Phase 3 – Response to enrolment offer period	
27 June – 22 July 2016	Parent/carer accepts offer of enrolment and arranges to visit the school with the relevant documentation. Where an application for enrolment has been declined a parent/carer may request a review of the enrolment decision directly with the relevant school. Requests for review close on 22 July 2016.
Phase 4 – Review period	
25 June – 29 July 2016	Schools consider requests for review of declined enrolments. Review decisions sent by 29 July 2016**.
Phase 5 – Appeal period	
12 August 2016	Where a request for a review of an enrolment decision has not been successful, parents/carers may appeal this decision with the Directorate. Closing date for appeals is 12 August 2016.
2 September 2016	Appeal decisions sent by 2 September 2016**.

*Applications for enrolment or transfer for 2016 can be made throughout 2016.

**Offers of enrolment, reviews of decisions and appeal decisions are sent by email to the email address supplied on the online enrolment form. Where an email address is not provided a letter will be posted to the applicant's home address.