



Memorandum

To: K-5 School Principals/Enrollment Screening Committee
From: Yolanda Herbert, Principal, Patricia Moore, Screening Chair, Edward "Duke" Ellington
Date: January 9, 2012
Subject: 2012 - 2013 Application Distribution

Detroit School of Arts, East, formerly Edward "Duke" Ellington Conservatory of Music and Art, is an application school of choice, grades preK-8. Our fine arts program involves the following specialties: vocal music, instrumental band, dance, and art. Students will be able to select a specialty of their choice. We are looking for potential middle school students who may be interested in our fine arts program.

In this network initiative, we're asking for your assistance in helping us recruit future 6th grade candidates by distributing the attached application, flyer and brochure. Our goal is to assist students in reaching their full potential in both fine arts and academics.

REQUIREMENTS are limited to...

- GPA: 2.5
- Citizenship: 1 or 2
- Punctual (at least 90%)
- Follow "Student Code of Conduct" policies
- Adhere to Uniform Dress Code
- Demonstrate best practices by abiding by all school rules/policies

APPLICATION must contain the following items and may be hand delivered to our office to reserve a space in good faith.

- Completed application - including signature/initials where applicable
- Copy of current report card or transcript
- Immunization records
- Birth certificate
- 3 Teacher recommendations

Thank you for your continued support in this network effort today, tomorrow and forever.

OPEN ENROLLMENT BEGINS NOW!!!

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