



STUDENT
ACHIEVEMENT
MINNESOTA LLC

Charter School Application
Instructions and Format Requirements

Deadline	Refer to Due Date stated on the Student Achievement Minnesota Website. <i>Applications received after the time and due date stated on the website will not be considered.</i>
Format	8.5" x 11" paper 1" Margins on all sides Minimum 12-point font Citations must be embedded in the text Page Numbers - Bottom of Page School Name - Footer on Each Page No tabs/dividers Executive Summary may be single-spaced All other sections, double-spaced
Page Limit	115 Pages total for Applications Parts I through III, plus: 5 page limit for Part IV A 5 page limit for Part V Page limits do not apply to: Table of Contents (Required) Part IV B (Budget) Part IV C (Cash Flow) Part VI (Required Attachments) <i>Applications exceeding the page limit will not be considered.</i>
Type & Number of Copies	One (1) Paper Original with Signatures in Blue Ink One (1) paper copy of original, single-sided One (1) Electronic Copy on Flash Drive; <i>Word</i> (Application Only, Not Attachments) & Excel (of budget) compatible (exact copy of originals) <i>Facsimile and email applications will not be accepted.</i>
Where to Submit	Liz Wynne www.liz.wynne2@gmail.com Student Achievement Minnesota P.O. Box 581639 Minneapolis, Minnesota 55458
Response Timeframe	Interview will be scheduled <u>or</u> Denial Notices will be sent within sixty (60) days of application due date.