

## Application Checklist

Applications for the 2011-2012 academic year are now being accepted. To ensure consideration for the March 11, 2011 notification date completed ***application packets must be received by Friday, February 11, 2011 and evaluations must be completed by February 25, 2011.*** Late applicants will be considered on a space-available basis. Please use the following checklist:

- November - February: parents schedule a School visit.
- Submit Application Form (PDF link on our website) or call us at 925-933-5225 to request one. Fill out both sides of the application **completely** and sign at the bottom. Applications submitted with missing or illegible information are considered to be incomplete. The Admission Office will request teacher recommendations. Parents are *not* responsible for obtaining teacher recommendations.
- Enclose the \$200 evaluation fee and a small, recent photo of your child.
- Kindergarten applicants: include completed Kindergarten Evaluation Date Request Form (PDF link on our website).
- First grade applicants: provide a copy of the student's kindergarten report card.
- Second-eighth grade applicants: provide copies of the previous two years' report cards and any standardized test results for the same time period.
- First-eighth grade applicants: call the school office at 925-933-5225 to reserve an evaluation date.
- Sixth-eighth grade applicants: register to take the ISEE exam. Arrange to have results sent to The Dorris-Eaton School, code #054109. For additional information or to register online, visit the ISEE website at [www.iseetest.org](http://www.iseetest.org). If you prefer to register for the ISEE by mail, please contact our office at 925-933-5225 to request a registration form.

*Applications are accepted year round. Admission depends upon evaluation and space availability. Campus and classroom visits are available year round, by appointment, to accommodate mid-year enrollment.*