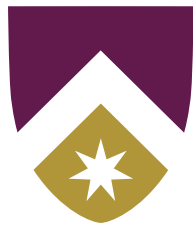


Admissions Guide



ST ANNE'S
SCHOOL
OF ANNAPOLIS

Where Success Starts



St. Anne's School of Annapolis and You: Making a Good Match

We value your interest in St. Anne's School of Annapolis, its mission and program. Our admissions process is designed to be welcoming, fair, open, inclusive and informative. We are committed to providing as much information as possible about our school and encourage your questions. Please contact our Admissions Office should you require additional information, clarification or assistance and visit our website at **St.AnnesSchool.org**. We welcome you and your family to our school and look forward to supporting you through the admissions process.

Designed to allow the school and your family to become better acquainted, the admissions process will help determine whether St. Anne's School is the best learning environment for your child. Our Admissions Committee's top priority is making a good match for each student entering our program as we believe that is the key to each child's ability to thrive, be happy and achieve success at St. Anne's School.

Requesting Admissions Information

Admissions information may be obtained several ways:

- Call the Admissions Office at 410.263.8650 x218 to request information.
- Visit our website at **St.AnnesSchool.org** to request information by filling out the online inquiry form.
- Stop by the Front Office of our school's campus to pick up an admissions packet.
- Browse our website, **St.AnnesSchool.org**.

Visiting the St. Anne's School Campus

Touring our campus is an essential part of the St. Anne's School admissions process. Your tour will introduce you to our faculty, staff and students and will give you the chance to witness our philosophy and program in action. We welcome the opportunity to discuss our program in detail and to answer any questions you may have. We invite you to contact the Admissions Office at 410.263.8650 x218 to schedule your campus visit.

Admission Fees

- An application fee of \$50, payable at the time of application submission
- Fees for the Independent School Entrance Examination (ISEE), required of Middle School applicants (Fifth through Eighth Grade), may vary depending on method of registration and schedule. Please refer to the information in the ISEE booklet or online at: <http://www.erbtest.org/parents/admissions/isee>



The Admissions Process: A Step-by-Step Guide

1. Contact the Admissions Office to request an admissions packet and schedule a campus tour.

2. Complete and submit the following:

- Forms (Found online at **St.AnnesSchool.org** and may be filled out electronically or by hand.)
 - **St. Anne's School Application for Admission**
 - Transcripts from current school (Please submit **Transcript Release Form** to your child's school)
 - Confidential teacher recommendations (Please submit confidential **Teacher Recommendation Forms** to your child's school) **Students applying for Fifth through Eighth Grade are required to submit recommendations from both math and language arts teachers, if applicable.*
- Submit the \$50 application fee.
- If applying for financial aid, your **Financial Aid Application** should be submitted at the same time that you apply for admission. Please refer to our website, **St.AnnesSchool.org**, for further information.

3. Schedule a Shadow Day for First through Eighth Grade candidates.

Give your child the chance to experience the classroom setting and get to know our students and teachers. Our Shadow Day is an excellent way for your child to explore life at St. Anne's School. Shadow Days are scheduled through our Admissions Office.

4. Schedule screening and testing.

The Admissions Office will contact you once it receives your application to schedule dates for your child's screening and testing. You will find the current testing dates listed in the Admissions Calendar.

- **Preschool, Prekindergarten and Kindergarten** candidates are administered a readiness screening in a small group setting on the St. Anne's School campus. See enclosed Admissions Calendar for our screening date.
- **First through Fourth Grade** candidates are administered academic aptitude and achievement examinations on our campus during candidates' Shadow Day.
- **Fifth through Eighth Grade** candidates sit for the Independent School Entrance Exam (ISEE). Details on the examination, which is administered on our campus and at other area locations, and upcoming test dates are found in the Admissions Calendar, ISEE registration booklet and online:
<http://www.erbtest.org/parents/admissions/isee>. (*Fees for the Middle School testing are paid directly to ISEE.*)

Admissions Decisions and Notification

Once all required criteria are met and the application process is completed, your student's application is presented to the Admissions Committee. The committee includes the St. Anne's School Admissions staff, Program Directors, the Head of School, assessment faculty and classroom teachers.

- Families applying prior to February 14 will receive notification of the admissions decision on or before April 1.
- Families applying after February 14 will receive notification on a rolling basis.

Decisions regarding admission and class placement are made at the sole discretion of the Head of School and the Admissions Committee. These decisions are final.



Applicant Waiting Pool

If a student is accepted by the Admissions Committee for a grade level that has no immediate openings, the student's application is placed in the Waiting Pool. Should a space become available, all applicants in the Waiting Pool for the available grade are reviewed; no preference is given to the sequential order in which the application is received. By October 1 each year, the Waiting Pool will be cleared. Those remaining in the Waiting Pool are invited to reapply for the following academic year, with no additional application or screening fees.

Important Application Dates

September 1: The Admissions Office begins accepting applications for the following academic year.

February 15: The deadline for applications for the following academic year to receive first-round consideration.

After February 15: Applications for the following academic year accepted at the discretion of the Admissions Committee. Admissions decisions are made on a rolling basis.

April 1: The Admissions Office notifies families applying prior to February 15 of the admissions decisions.

- **Families submitting applications after February 15 will be notified of the admissions decisions on a rolling basis.**

Please refer to the enclosed Admissions Calendar for a list of Open House and screening dates.

Birth Date Requirements

Prospective students must meet the following age requirements by **September 1** of the year in which they will enter the class:

- Preschool:** 3 years old
- Prekindergarten:** 4 years old
- Kindergarten:** 5 years old

Contact

If you have any questions, would like to request admissions information or would like to schedule a tour, please contact Alyssa Jahn, Director of Admission and Outreach, at 410.263.8650 x218 or ajahn@St.AnnesSchool.org.

Annapolis Twos

Registration for the Annapolis Twos, our two-year old program at St. Anne's School, is managed by our admission office and is on a first come, first serve basis. For questions about the registration process please contact Alyssa Jahn. Registration forms are available at St.AnnesSchool.org. If you have specific questions or would like to learn more about the Annapolis Twos program, please contact Jul Lee Martensson, Director of the Annapolis Twos, at 410.263.8650 x206 or jmartensson@St.AnnesSchool.org.

St. Anne's School of Annapolis does not discriminate on the basis of race, color, religion, age, gender, sexual orientation, physical disability or national origin in admissions, employment or education policies. We value diversity and embrace the fundamental Episcopal belief in the dignity of each human being. We are committed to helping our school community understand and appreciate human differences and similarities.