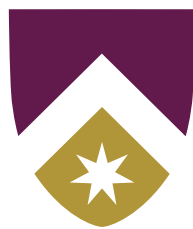


Admissions Guide



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

All our admissions materials are on our website and can also be requested in hard copy. Admissions information may be obtained several ways:

- Call the Admissions Office at 410.263.8650 x117 to request an admissions packet be mailed to you.
- Visit our website at St.AnnesSchool.org to request an admissions packet be mailed to you by filling out the online inquiry form.
- Stop by the Front Office of our school's campus to pick up an admissions packet.

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. Tours last approximately 60 to 90 minutes. We invite you to contact the Admissions Office at 410.263.8650 x117 to schedule your campus visit.

For your convenience we offer two ways to visit our campus.

- **Open Houses:** Tours hosted every Wednesday of the year at 9:00 a.m.
- **Private Tours:** Call our Admissions Office at 410.263.8650 x117 to schedule a private campus visit any morning Monday through Friday.

The Admissions Process: A Step-by-Step Guide

- 1. Contact the Admissions Office to schedule a tour.**
- 2. Complete and submit the following forms:** All Admissions forms can be found online.
 - St. Anne's School Application for Admission

A completed application includes transcripts and teacher recommendations from your child's current school. The transcript release and teacher recommendation forms included in the Admissions Packet should be submitted to your child's school after January 15. Applicants to Middle School (Fifth through Eighth Grade) are required to submit recommendations from both math and language arts teachers.

- Remit the \$50 application fee with your application.



- If applying for financial aid, applications should be submitted at the same time you apply for admission. Please refer to *Financial Aid* brochure for further information.

3. Set up screening and testing.

The Admissions Office will contact you once they receive 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 standardized readiness screening in a small group setting on the St. Anne's School campus. See enclosed Admissions Calendar for screening date(s).
- **First through Fourth Grade** candidates are administered academic aptitude and achievement examinations on the St. Anne's School campus during candidates' Shadow Day.
- Remit the \$75 fee for **Preschool through Fourth Grade** screening
- **Fifth through Eighth Grade** candidates sit for the Independent School Entrance Exam (ISEE). Details on the examination, which is administered on campus and at other area locations, and upcoming test dates are found in the enclosed Admissions Calendar and ISEE registration booklet and online:
<http://www.erbtest.org/parents/admissions/isee>. (*Fees for the Middle School testing are paid directly to ISEE.*)

- 4. Schedule a Student 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. This program is an excellent way for your child to explore life at St. Anne's School. Shadow Days are scheduled through the Admissions Office.

Admissions Decisions and Notification

Once all required criteria are met and the application process is completed, a student's application is presented to the Admissions Committee. The committee includes the St. Anne's School Admissions staff, division heads, the head of school, assessment faculty and classroom teachers.

Families applying prior to February 15 will receive notification of the admissions decision on or before April 1. Families applying after February 15 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.

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

Admission Fees

- An application fee of \$50, payable at the time of application submission
- Screening/testing fee of \$75 for Early Childhood and Lower School applicants
- Fees for the Independent School Entrance Examination (ISEE), required of Middle School applicants, 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>

Contact

If you have any questions, would like to request admissions information or would like to schedule a tour, please contact Caroline Aras, Director of Admissions and Advancement at 410.263.8650 x117 or caras@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.