



## Admission Procedures

2010 -2011 Academic Year



The following checklist serves as a convenient guideline for prospective students when applying to Sweetwater Episcopal Academy.

1. Your child must be four years old by September 1, 2010 to apply for PreKindergarten and five by September 1, 2010 to apply for Kindergarten for the 2010 -2011 school year.
2. Call the Admissions Office to arrange a date and time for a tour of the school, which takes about one hour.
3. Return the completed application with the \$150 application and screening fee to the Admissions Office.
4. If your child is currently attending preschool, submit the Release of Records form and Teacher recommendation form to your child's school. They must forward all paperwork directly to Sweetwater Episcopal Academy. An applicant's file is considered to be complete when the above items have been received.
5. Applicants with complete files will be invited for a screening at Sweetwater Episcopal Academy. PreKindergarten screenings will be on Saturday, February 6<sup>th</sup> or February 20<sup>th</sup>. The Kindergarten screening will be on Saturday, January 23<sup>rd</sup>. You will be contacted to up a date and time for a personal interview and screening for students grades 1st – 5th.

The Admissions Committee carefully considers the recommendations of the early childhood evaluation team when making its decision and takes into account two major factors:

- Is the child ready for our academic program?
- Will the child benefit from joining Sweetwater Episcopal Academy?

Based on the above criteria, the Admission Committee will make one of the following decisions:

- Accepted for the 2010 -2011 school year.
- Accepted, but wait listed due to lack of space. Every attempt will be made to enroll the child as space becomes available, with siblings of enrolled students receiving priority.
- Not ready for our academic program. Revisit for the next school year.

Send all admissions materials to:

Kimberly Bailey - Director of Admission

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