



## ADMISSION CHECKLIST/TIMELINE

### Grades 3-4

For priority consideration, all forms and payments are due by **February 1, 2010**. Files completed after February 1, 2010, will be considered on a space available basis.

APPLICATION STEP	DATE
<input type="checkbox"/> Optional tour available	Before application submitted
<input type="checkbox"/> Print Required Forms (available online) <ul style="list-style-type: none"><li>• Teacher Recommendation</li><li>• Academic Record Release Form</li></ul>	Available October 1, 2009
<input type="checkbox"/> Complete Online Application <ul style="list-style-type: none"><li>• Application Form</li><li>• Parent Questionnaire</li><li>• Student Questionnaire</li><li>• Payment of \$125 application fee for each application submitted</li></ul>	Available October 1, 2009
<input type="checkbox"/> Financial Assistance forms available	Available November 1, 2009
<input type="checkbox"/> Parent interview and tour	After application/ questionnaires submitted
<input type="checkbox"/> Grade 3/4 Open House	December 10, 2009 OR January 19, 2010
<input type="checkbox"/> Grade 3/4 Half-day visit	After application/ questionnaires submitted
<input type="checkbox"/> Grade 3/4 Standardized testing \$75 non-refundable standardized assessment fee	January 23, 2010 OR February 6, 2010
<input type="checkbox"/> <b>Online application and completed required forms deadline for priority consideration</b> <b>Financial assistance application deadline</b>	<b>February 1, 2010</b>
<input type="checkbox"/> Grade 3/4 Standardized testing	February 6, 2010
<input type="checkbox"/> Notification of admission decisions	March 5, 2010
<input type="checkbox"/> Enrollment contracts due	March 26, 2010



# LA JOLLA COUNTRY DAY SCHOOL

## GRADES 2 - 4 TEACHER RECOMMENDATION

**To Parents:** Please deliver this form to your child's current teacher who will complete it and return it to the Office of Admission directly by mail, fax, or scan/email. (Please note that this is a confidential recommendation.)

Applicant's Name \_\_\_\_\_ Applying for Grade \_\_\_\_\_

**To the Teacher:** Please complete this recommendation on the above-named student and return it by mail, fax, or scan/ e-mail (see last page) to Country Day's Office of Admission anytime **after December 1**. This information will be kept confidential and will not become a part of the applicant's permanent file. We appreciate your cooperation in completing this form.

**Please Print**

Teacher's Name \_\_\_\_\_ Date \_\_\_\_\_

School \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail \_\_\_\_\_

How long has this child been in your program? \_\_\_\_\_ How many hours and days per week? \_\_\_\_\_

**1 = Not Yet Introduced 2 = Area of Concern 3 = Needs Further Development 4 = Developmentally Appropriate 5 = Strength**

### A. ACADEMIC DEVELOPMENT

<b>READING</b>	Vocabulary	1	2	3	4	5
	Comprehension	1	2	3	4	5
	Oral reading	1	2	3	4	5
<b>LANGUAGE</b>	Oral communication	1	2	3	4	5
	Written communication	1	2	3	4	5
<b>SPELLING</b>	Progress	1	2	3	4	5
	Application in written work	1	2	3	4	5
<b>MATHEMATICS</b>	Understanding of concepts	1	2	3	4	5
	Reasoning	1	2	3	4	5
	Computation	1	2	3	4	5

Comments \_\_\_\_\_

### B. SOCIAL AND WORK SKILL DEVELOPMENT

Listens well	1	2	3	4	5
Uses time wisely	1	2	3	4	5
Follows directions	1	2	3	4	5
Works accurately	1	2	3	4	5
Demonstrates effort	1	2	3	4	5
Completes tasks	1	2	3	4	5
Learns from mistakes	1	2	3	4	5
Works neatly	1	2	3	4	5
Works independently	1	2	3	4	5
Uses property and materials with care	1	2	3	4	5
Works well in the group	1	2	3	4	5
Participates in the classroom	1	2	3	4	5

**SOCIAL AND WORK SKILL DEVELOPMENT** *(continued)*

Solves problems and resolves conflicts	1	2	3	4	5
Accepts criticism	1	2	3	4	5
Relates to peers	1	2	3	4	5
Relates to adults	1	2	3	4	5
Follows school rules	1	2	3	4	5
Engages in new activities	1	2	3	4	5
Shows consideration of others	1	2	3	4	5

Comments:

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1. Please share any general comments regarding trustworthiness, respect, responsibility, citizenship, and good or bad traits that you feel are worthy of note.

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2. Do parents support and follow through with the school's policies, procedures and with specific recommendations?

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3. Please describe further this candidate's basic skill levels and how you perceive this child in your classroom.

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4. Please describe further the candidate's social skills and peer relationships.

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5. Are there any concerns about the child's attendance or promptness in arrival or departure? Does the child separate easily from the parent(s)? Does the parent separate easily from the child?

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6. Describe the areas most needing support or adult intervention.

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7. Are parental expectations of the child realistic?

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8. How would you rate this candidate's overall readiness for the grade to which he or she is applying?

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9. What would be the one thing you would ask our teachers to keep "an eye on" if this student/family eventually comes to Country Day?

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10. Is there any additional information that can be better conveyed in a phone conversation?  Yes  No  
Please provide the phone number where you can be most easily reached. \_\_\_\_\_

**LA JOLLA COUNTRY DAY SCHOOL**  
9490 Genesee Avenue • La Jolla, California 92037  
(858) 453-3440 x132 • Fax (858) 453-8210 • admission@ljcds.org



# LA JOLLA COUNTRY DAY SCHOOL

## ACADEMIC RECORD RELEASE FOR APPLICANT'S CURRENT SCHOOL

**REMINDER:** This form must be given to the **applicant's current school**.

**To applicant's parents:** Please complete and sign this release form and submit to the Registrar's Office or other administrator of your child's **current school after December 1**. This will enable us to receive a copy of your child's academic record.

*I grant permission for a copy of my child's academic record to be sent to La Jolla Country Day School. In addition, La Jolla Country Day School may contact my child's current school and speak with employees who work with or supervise my child.*

Child's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Current Grade \_\_\_\_\_

Signature of Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_

### **To the applicant's current school official:**

The above named child is an **applicant** to La Jolla Country Day School for the 2010-2011 academic year. We kindly request that copies of the **current and past 2 years** of academic records (which may include report cards, progress reports, standardized test scores, and any other pertinent documents) be mailed, scanned/e-mailed, or faxed to:

Office of Admission  
La Jolla Country Day School  
9490 Genesee Avenue  
La Jolla, CA 92037  
Phone (858) 453-3440 x 132  
Fax (858) 453-8210  
admission@ljcds.org

Please be sure that all photocopied academic records are legible. We thank you for your assistance.



Did you remember to fill  
out the ONLINE  
APPLICATION?

Go to [ljcds.org/apply](https://ljcds.org/apply)