



ADMISSION CHECKLIST/TIMELINE

Grades 5-8 – Middle School

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">• English teacher recommendation• Math teacher recommendation• Administrator recommendation• Academic Record Release Form	Available October 1, 2009
<input type="checkbox"/> Complete Online Application <ul style="list-style-type: none">• Application Form• Parent Questionnaire• Student Questionnaire• Payment of \$125 application fee for each application submitted	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 5-8 Open House	November 17, 2009 OR January 14, 2010
<input type="checkbox"/> ISEE (Independent School Entrance Examination) <ul style="list-style-type: none">• Families must contact ISEE directly (800) 446-0320 or visit www.iseetest.org to schedule testing date and location• \$89 Independent School Entrance Exam (ISEE) fee (online payment)<ul style="list-style-type: none">○ If you prefer to pay by check, you must register by mail. A mail-in registration form is found in the middle of the ISEE Student Guide. An ISEE Student Guide can be obtained from the school to which you are applying or by contacting the Educational Records Bureau• ISEE testing must be completed by February 20, 2010 for candidates to receive priority consideration	Beginning November 14, 2009
<input type="checkbox"/> Grade 5-8 Half-day visit	After application/ questionnaire submitted
<input type="checkbox"/> Grade 5-8 Open House	January 14, 2010
<input type="checkbox"/> Online application and completed required forms deadline for priority consideration Financial assistance application deadline	February 1, 2010
<input type="checkbox"/> Notification of admission decisions	March 5, 2010
<input type="checkbox"/> Enrollment contracts due	March 26, 2010
<input type="checkbox"/> Grades 7 & 8 (only) math and world language placement tests	TBD

CURRENT ENGLISH TEACHER RECOMMENDATION

The Children’s School
 Francis Parker School
 La Jolla Country Day School
 Pacific Ridge School

To the Applicant:

Please print your name and give this form to your current English teacher with a stamped and pre-addressed envelope to each of the schools listed above to which you are applying. Please note that this is a confidential recommendation.

Applicant Name _____ Applying for Grade ____ Academic year _____

To the English Teacher:

English teacher recommendations are an integral part of the admission process. Your help in completing this form in a thorough and timely manner will assist us in our comprehensive review of this applicant. Although **February 1 is the deadline** for completed files, we would appreciate receiving this form anytime **after December 1**. This form will be accepted by all of the schools listed above. Once completed, photocopy the recommendation and fill out the school-specific section for each school to which you are sending a recommendation. This information will be kept confidential and will not become a part of the applicant’s permanent file. We sincerely appreciate your cooperation and candor.

Academic Qualities

No Opportunity to Observe
 Poor
 Fair
 Average
 Good
 Excellent
 One of the Best Ever

	Reading Comprehension						
	Effectiveness of Writing						
	Development of Ideas						
	Study Habits						
	Attention Span						
	Ability to Work Independently						
	Motivation						
	Intellectual Aptitude						
	Intellectual Curiosity						
	Critical and Abstract Thinking Skills						

Personal Qualities

No Opportunity to Observe
 Poor
 Fair
 Average
 Good
 Excellent
 One of the Best Ever

	Creativity						
	Self-Confidence						
	Leadership Potential						
	Reaction to Criticism						
	Reaction to Setbacks						
	Concern for Others						
	Personal Conduct						
	Personal Integrity						
	Ability to Act Independently						
	Ability to Work Cooperatively						
	General Level of Maturity						
	Sense of Humor						

Please describe this student's intellectual ability with regards to the subject of English. (Consider reading and writing skills, originality, imagination, creativity, etc.)

Please comment on this student's study habits. (Consider initiative, industry, promptness, drive, ability to organize, etc.)

Please comment on this student as a person. (Consider maturity, integrity, behavior, respect for others, selfdiscipline, individuality, sense of community service, etc.)

Other comments and remarks: (Are there any traits, good or bad, not mentioned above that are worthy of note?)

Please make any additional comments on this student's appropriateness for the school named above:

Is there any additional information that can be better conveyed in a phone conversation? Yes No

Hours and phone number where you can be reached _____

Teacher's Name _____

Subject(s) and grade level(s) you taught applicant _____

Grades Received _____

School _____ School Phone _____

E-mail _____

Signature _____ Date _____

I recommend this student:	Not at All	With Reservation	Mildly	With Confidence	Enthusiastically
Academic Ability and Promise					
Character and Personal Promise					
Overall					

Please compare this student's academic achievement to his/her ability.

Please describe this student's intellectual ability with regards to Mathematics. (Consider ability to retain mathematical relationships and principles, drawing generalizations, applying basic principles in word problems, and relying on memory versus conceptual processes.)

Please comment on this student's study habits. (Consider initiative, industry, promptness, drive, ability to organize, etc.)

Please comment on this student as a person. (Consider maturity, integrity, behavior, respect for others, self-discipline, individuality, sense of community service, etc.)

Other comments and remarks: (Are there any traits, good or bad, not mentioned above that are worthy of note?)

Please make any additional comments on this student's appropriateness for the school named above:

Is there any additional information that can be better conveyed in a phone conversation? Yes No

Hours and phone number where you can be reached _____

Administrator's Name _____ Title _____

School _____ School Phone _____

E-mail _____

Signature _____ Date _____

I recommend this student: Not at All With Reservation Mildly With Confidence Enthusiastically

Academic Ability and Promise					
Character and Personal Promise					
Overall					

CURRENT ADMINISTRATOR RECOMMENDATION

The Children's School
 Francis Parker School
 La Jolla Country Day School
 Pacific Ridge School

To the Applicant:

Please print your name and give this form to your current Head of School, Principal, or Guidance Counselor with a stamped and pre-addressed envelope to each of the schools listed above to which you are applying. Please note that this is a confidential recommendation.

Applicant Name _____ Applying for Grade ____ Academic Year _____

To the Administrator:

Administrator recommendations are an integral part of the admission process. Your help in completing this form in a thorough and timely manner will assist us in our comprehensive review of this applicant. Although **February 1 is the deadline** for completed files, we would appreciate receiving this form anytime **after December 1**. This form will be accepted by all of the schools listed above. Once completed, photocopy the recommendation and fill out the school-specific section for each school to which you are sending a recommendation. This information will be kept confidential and will not become a part of the applicant's permanent file. We sincerely appreciate your cooperation and candor.

Applicant Information

No Opportunity to Observe	Poor	Fair	Average	Good	Excellent	One of the Best Ever
Academic achievement						
Conduct						
Integrity						
Consideration of others						
Social adjustment with peers						
Stability						
Attendance						

Family Information

No Opportunity to Observe	Rarely	Sometimes	Usually	Always
Communication with school				
Attendance at school functions				
Cooperation with school rules				
Cooperation with faculty/administration				
Fulfillment of financial responsibilities				
Participation in school community				
Participation in child's education				

How long have you known this student and in what capacity?

Has this student ever been subject to any disciplinary action while attending your school? If yes, please explain.

Please share with us your observation about this student's academic ability, work habits, relationships with peers, classroom behavior, attitude, and emotional maturity.

Please comment on this student's contribution to your school community and potential for leadership.

Please comment on the parents' expectations for their child. Please explain the way in which the family supports their child and the policies of your school.

Please make any additional comments on this student's appropriateness for the school named above:

Is there any additional information that can be better conveyed in a phone conversation? Yes No

Hours and phone number where you can be reached _____

Administrator's Name _____ Title _____

School _____ School Phone _____

E-mail _____

Signature _____ Date _____

I recommend this student: Not at All With Reservation Mildly With Confidence Enthusiastically

I recommend this student:	Not at All	With Reservation	Mildly	With Confidence	Enthusiastically
Academic Ability and Promise					
Character and Personal Promise					
Overall					



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