



## PARK STREET SCHOOL

### ELEMENTARY SCHOOL ADMISSIONS CHECKLIST

- OPEN HOUSE or PARENT TOUR: Attend an Open House and/or individual tour to observe learning in action and speak with a member of our Admissions Staff.
- APPLICATION: Submit an online application along with the \$90 application fee, payable online or to *Park Street School*, by January 3. Upon availability, applications received after January 3 will be considered.
- AISNE FORM / RECORD RELEASE / SCHOOL REPORTS: Forward the AISNE form and the Record Release form no earlier than December 1 to your child's teacher/school with your signature. We require student report cards from the previous two years (for Grades 2-6) and the Record Release form will allow your child's school to share his/her reports. All forms should be submitted to Park Street School via our on-line Admissions Portal or by email to [admissions@parkstreetschool.org](mailto:admissions@parkstreetschool.org) by February 1.
- CHILD VISIT: We will contact you to schedule an applicant visit AND Admissions screening during the month of January or February.
- FINANCIAL ASSISTANCE DEADLINE: Families who are interested in submitting a financial assistance application through *Clarity*, should do so no later than January 15.
- DECISION / REPLY DATES: Admissions decisions will be mailed by March 8. Families who are admitted should reply and submit a non-refundable deposit by April 10.