

SOLOMON SCHECHTER DAY SCHOOL OF GREATER MONMOUTH COUNTY

APPLICATION PROCEDURE FOR NEW STUDENTS

Please follow this procedure to apply for admission. Candidates should file their application early in the year in order to be given full consideration for the upcoming year. **Please note that a candidate's folder will not be reviewed until all steps in the procedure are complete.**

STEP 1

Application for Admission Packet

A. Application for Admission Form, New Student Contract, Copy of Birth Certificate, and Deposit

Complete the Application for Admission Form and the New Student Contract and submit to the school office as soon as possible. Attach the non-refundable deposit, as noted on the enclosed Deposit Schedule.

A copy of your child's birth certificate must accompany the Application for Admission.

Note: The birthdate deadline for entering Nursery, Pre-K, and K students is December 31.

B. Release of Records Form

Please sign the enclosed Release of Records Form and return it with your application. This signed form requests that the noted items be sent directly to our office and also allows our school personnel to speak to your child's former teachers.

C. Teacher Evaluation Forms

Teacher Evaluation Forms are enclosed. For Nursery through Grade 1, one evaluation from the primary teacher is required. For Grades 2-8, we require evaluations from the General Studies teachers and from the Judaic teachers, if applicable. Please send these forms to your child's current teacher(s) and ask that they be returned directly to our office.

STEP 2

Interview and School Visit – for Students Entering Nursery-Grade 8

After submitting the completed Application for Admission Packet and the deposit, call the school for an interview and a school visit. These will be scheduled only after we receive your Application for Admission Packet and deposit.

STEP 3

Testing – for Students Entering Grades K-8

After the Application for Admission Packet and deposit have been submitted, the following testing requirements will apply:

- **Kindergarten**
Children will be screened using the Kindergarten Diagnostic-II, at scheduled times, beginning in January.
- **Grade 1**
Children will be given the OLSAT (Otis-Lennon School Ability Test), at scheduled times, beginning in January.
- **Grades 2-8**
If the applicant has taken a standardized test (IOWA, CAT, MAT), within the current academic year, please submit these scores to determine if further testing is required.

ACCEPTANCE NOTIFICATION

Once a student is accepted to Solomon Schechter Day School, parents/guardians will receive a formal letter of acceptance with complete enrollment materials, including payment information, Transportation Request Form, Medical Forms, and a Kids' Care Application (before/after care).

Candidate's Checklist

- Application for Admission Form, New Student Contract, signed Release of Records Form, copy of birth certificate, and deposit sent
Date: _____
- Teacher Evaluation Form(s) forwarded to current school by parent/guardian
Date: _____
- Interview and tour scheduled
Date: _____
- Testing date scheduled, as applicable
Date: _____
- Call SSDS to make sure all forms have been received.
Date: _____