

The Episcopal School of Dallas Admission Application



ESD
Elementary School
Grades Two through Four
2011-2012



Application for Admission

To begin the application process for the 2011-12 school year, please complete and submit the Application Information Form, the Test Registration Form, the Parent Statement and the \$100 fee by the January 7, 2011 deadline. In order to secure the testing date of your preference, it is best to submit these initial application forms at the earliest possible date.

Application Fee

The \$100 application fee is non-refundable and must be submitted to the Office of Admission with the Application Information and Test Registration Forms. Checks may be made payable to the Episcopal School of Dallas.

Admission Testing

ESD participates in shared testing with several other ISAS schools in Dallas for grades two through four. If an applicant is applying to two or more of these schools, he/she should only test one time at one of the participating schools. With written parental consent, the test results will be forwarded to the schools to which the candidate has made application.

ESD test dates for second, third and fourth grade applicants are Saturday, January 8, 2011 and Saturday, January 15, 2011. Be sure to complete the test reservation form to secure your child's testing date.

Grades 2-4 Testing Dates: Saturday, January 8, at 8:30 a.m. or Saturday, January 15, 8:30 a.m.

Records Release Form

The Office of Admission requires a copy of the applicant's transcript that includes the first semester of the current school year and the two previous grade levels, if applicable. Forward the Records Release Form to the applicant's current school. The registrar should send the transcript materials directly to ESD after completion of the first semester or trimester, but no later than Friday, January 28, 2011.

Confidential Teacher Evaluation

Please provide the applicant's current teacher with the Confidential Teacher Evaluation Form. You should forward the evaluation form to your child's teacher **no earlier than November 1, 2010**. The teacher is asked to forward the evaluation form directly to ESD no later than January 28, 2011.

School Visits

Applicants for grades two, three and four must participate in a small group visitation at the Lower School. This 90-minute visit will include reading, writing and math exercises, as well as a brief tour of the school. Please call the Lower School Office of Admission, 214-353-5738, to schedule your student's visit. Small group visits will begin in January. Each grade level will have one visiting day per week, with no more than six children in each group.

Parent Statement

The parents or guardians of the applicant should complete the Parent Statement and return it to the Office of Admission no later than January 7, 2011.

Tuition Assistance

Families who are interested in applying for tuition assistance should indicate their interest on the back of the Application Information Form. These materials will be mailed with acceptance letters on March 11, 2011.

Admission Decisions

Admission decisions for all grades will be mailed on March 11, 2011.

Application Information Form

For office use only:

Rcd. _____ Fee. _____



Grades Two through Four
2011-2012

Deadline: January 7, 2011

APPLICANT INFORMATION

Applicant's Name _____
First Middle Last Preferred Name

Street Address _____ City _____

State _____ Zip _____ Home Telephone _____

Male _____ Female _____ Candidate for Grade _____ Present Grade _____

Birthdate _____ Social Security Number _____

APPLICANT'S FAMILY INFORMATION

Name of Parent One Dr. Mr. Mrs. Ms.

Name of Parent Two Dr. Mr. Mrs. Ms.

Last First MI

Last First MI

Preferred Name _____

Preferred Name _____

Relationship to Applicant _____

Relationship to Applicant _____

Address _____
Number Street

Address _____
Number Street

City State Zip

City State Zip

Home Telephone # () _____

Home Telephone # () _____

Cellular Phone # () _____

Cellular Phone # () _____

Work Telephone # () _____

Work Telephone # () _____

Email Address _____

Email Address _____

Occupation _____

Occupation _____

Employer _____

Employer _____

Stepparent Name _____

Stepparent Name _____

Dr. Mr. Mrs. Ms.

Dr. Mr. Mrs. Ms.

Applicant lives with _____

During the application process, we can only send correspondence to one address.
If parents are divorced or separated, to whom should admission correspondence be sent?
Mother _____ Father _____

CURRENT SCHOOL INFORMATION

Current School _____ Street Address _____

City _____ State _____ Zip _____ Telephone _____

Principal/School Head _____ Years Attended _____

Personal Information *(optional)*

_____ African/African American/Black
_____ Biracial/Multiracial
_____ Latino/a
_____ Other

_____ Asian/Asian American or Pacific Islander
_____ Caucasian
_____ Native American or Alaskan Native
_____ Middle Eastern American

1. Is the applicant a sibling of a currently enrolled ESD student? Yes ___ No ___
If yes, please state name and current grade _____
2. Did the applicant's mother or father graduate from ESD or attend the former St. Michael School through grades 4, 5 or 6? Yes ___ No ___
Mother _____ Father _____
Name of alumnus/a _____ Class of 19 ____
(If mother is alumna, please write full name including maiden name).
3. Has the applicant applied to ESD previously? Yes ___ No ___
If yes, for which academic years _____
4. Religious Preference (optional) _____
If Episcopalian, please provide parish name _____

TUITION ASSISTANCE

Are you interested in applying for tuition assistance? Yes ___ No ___

Tuition Assistance materials will be mailed to accepted candidates on March 11, 2011.

APPLICATION FEES AND DEADLINES*

Beginner: Include the \$100 application fee with the Application Information and Evaluation and Visit forms. Application deadline for Beginner is Friday, November 12, 2010.

Pre-Kindergarten, Kindergarten and Primer/First Grade: Include the \$100 application fee with the Application Information and Visit/Evaluation Registration Forms. An additional fee of \$275 will be paid directly to CATS (the third party testing organization). Application deadline for Pre-K and Kindergarten is Friday, November 12, 2010. The application deadline for Primer/First Grade is Friday, January 7, 2011.

Grades 2 through 4: Include the \$100 application fee with the Application Information and Test Registration Forms. Application deadline for Grades 2-4 is Friday, January 7, 2011.

Grades 5 through 12: Include the \$100 application fee with the Application and School Visit/Interview Information Forms. Application deadline for grades 5-12 is Friday, January 7, 2011.

*Application fee waivers are available to qualified families. All application and registration fees are non-refundable. Please contact the Office of Admission and Financial Aid for more information.

SIGNATURE

I acknowledge that I waive my right of access to confidential information in my child's admission file. I also understand that any misleading and/or false information pertaining to any aspect of a student's application may warrant a thorough review of the file at any time prior to or after the student's enrollment at the Episcopal School of Dallas.

Parent _____ Date _____

Please return this application to:



EPISCOPAL SCHOOL OF DALLAS

Lower School
(Beg. - 4th)
4344 Colgate Ave.
Dallas, TX 75225
www.esdallas.org

Middle and Upper School
(5th - 12th)
4100 Merrell Rd.
Dallas, TX 75229

ESD
4



Applicant's Name _____

Candidate for Grade _____

Candidates for grades two through four may test at ESD or one of the other schools involved in the Dallas Area Independent Schools Common Testing Program. Test spaces are limited at each school, so be sure to make your reservation at the earliest possible date. If testing at ESD, please indicate on which date you would like your child to test. If your child will not be testing at ESD, you **MUST** make reservation arrangements with the school test site.

OPTION 1:

_____ My child will test at ESD on the date selected below:

_____ Saturday, January 8, 2011 (Grades 2 – 4 at 8:30 a.m.)

_____ Saturday, January 15, 2011 (Grades 2 – 4 at 8:30 a.m.)

I authorize ESD to send my child's admission test results to the schools checked below:
(please check mark the additional school(s) to which the student is applying)

- _____ The Hockaday School
- _____ Good Shepherd Episcopal School
- _____ Greenhill School
- _____ Parish Episcopal School
- _____ St. Mark's School of Texas

OPTION 2:

_____ My child will NOT take the admission test at ESD. I authorize ESD to obtain my child's test results from the school checked below. Please indicate where he/she will be testing (choose only one):

- _____ The Hockaday School
- _____ Good Shepherd Episcopal School
- _____ Greenhill School
- _____ Parish Episcopal School
- _____ St. Mark's School of Texas

(Please know that you must make test reservation arrangements with the school you have chosen above and that your child may only take the admission test ONE time during this year's admission cycle.)

I understand that, except under special circumstances determined by the test administrators, subsequent test results are not valid and will not be considered if a test is administered to a student more than once within a six-month period. I also acknowledge that ESD, and the other independent schools listed above, discourage the practice of tutoring for admission tests, as it is not in the best interest of the child.

Signature of Parent or Guardian _____ **Date** _____



Please complete and return this form no later than January 7, 2011 .

Applicant's name _____
First Middle Last

Candidate for grade _____ Present grade _____

Please list your child's school and the two previous schools attended, if applicable:

Year(s) attended _____ School _____
Address _____ City _____ State _____ Zip _____

Year(s) attended _____ School _____
Address _____ City _____ State _____ Zip _____

Year(s) attended _____ School _____
Address _____ City _____ State _____ Zip _____

Please comment on what you consider to be your child's greatest strengths.

What factors contributed to the decision to apply to the Episcopal School of Dallas?

What are your child's greatest areas of need and what steps have been taken to address these concerns (i.e. tutoring, academic support, etc...)?

Please use the chart below to record any activities in which your son or daughter has participated in the last four years. Activities may include athletics, creative or performing arts, community service, clubs or activities.

APPLICANT EXTRA-CURRICULAR/COMMUNITY SERVICE ACTIVITY CHART

Activities	Number of Years	Position or Awards

Sibling Information: *Please list other children in family, including name, age and school.*

Name _____ Age _____ School _____

Name _____ Age _____ School _____

Name _____ Age _____ School _____

We welcome any additional comments. If you wish, you may write additional comments on a separate piece of paper. We feel a parent’s perspective of the applicant is quite valuable in getting to know the student.

Parent’s or Guardian’s Signature

Date

Please return this form to:

**Office of Admission, Episcopal School of Dallas
4100 Merrell Road, Dallas, TX 75229**



To the parent:

After completing the portion below, please forward this form to an official at your child's current school (Head of School, Principal, Director or Registrar). Your child's school should forward an official copy of his/her transcript, **including first semester grades from the current school year, to the ESD Office of Admission prior to the January 28, 2011 deadline.**

Applicant's Name _____
First Middle Last

Birthdate ___/___/___ Candidate for Grade _____ Present Grade _____

I hereby authorize release of the materials requested below to the Office of Admission at the Episcopal School of Dallas.

Parent Authorization Signature _____ Date _____

To the Head of School, Principal, Director or Registrar:

The student whose name appears above is applying for admission to the Episcopal School of Dallas for the 2011-2012 academic year. When available, please send the following information to ESD prior to the January 28, 2011 deadline. For our records, please indicate below which of the items are being sent. If your school does not issue grades or comments, please send a letter acknowledging receipt of this form, noting that you do not issue grades. Thank you for your assistance.

Please attach:

- _____ current year-to-date grades, 1st semester or trimester grades are preferred
- _____ grade reports from the two previous grade levels
- _____ all standardized test scores
- _____ teacher evaluation forms
- _____ citizenship/conduct reports
- _____ school profile
- _____ explanation of grading system

Signature and Title of School Official

Please return this form and requested materials to:



EPISCOPAL SCHOOL OF DALLAS

Lower School
(Beg. – 4th)
4344 Colgate Ave.
Dallas, TX 75225
www.esdallas.org

Middle and Upper School
(5th – 12th)
4100 Merrell Rd.
Dallas, TX 75229

**Common Confidential Teacher
Evaluation Form**



*Grades Two through Four
2011-2012*

Deadline: January 28, 2011

Applicant's Full Name: _____ **Current Grade:** _____

TO THE PARENT/GUARDIAN

Please submit this form to your child's current teacher, allowing time for completion and return by the due date. I waive my right of access and that of my child to this teacher evaluation form:

X _____
Signature of Parent

Academic Attributes	Top 10% of Class	Above Average	Average	Below Average	No Basis
Knowledge of Basic Skills					
Oral Communications					
Reasoning/Problem Solving					
Intellectual Curiosity					
Ability to Grasp New Concepts					
Reading Skills					
Writing Skills					
Math Skills					
Academic Achievement					
Future Academic Potential					

Personal Attributes	Top 10% of Class	Above Average	Average	Below Average	No Basis
Affect/Determination/Perseverance					
Attention Span					
Organization/Responsibility					
Ability to Work Independently					
Ability to Work in Groups					
Relationship with Peers					
Creativity					
Ability to Follow Directions					
Response to Feedback/Redirection					
Emotional Maturity					
Citizenship/Conduct					

Attendance Record	
Number of absences, year to date	
Number of tardies, year to date	

Please select from one of the following recommendations:

Highly recommend

Recommend

Recommend with reservations because _____

Do not recommend because _____

1. Please circle the words that best describe this applicant:

Anxious	Cooperative	Kind	Manipulative	Positive Leader
Articulate	Shy	Honest	Perfectionist	Follower
Assertive	Social	Distractible	Motivated	Self-Centered
Cheerful	Disobedient	Independent	Negative Leader	Self-Disciplined
Confident	Easily Discouraged	Insightful	Irritable	Conscientious

2. Would you recommend this student for an honors course? YES NO

3. Please list applicant's strengths and/or weaknesses:

4. Has outside help, enrichment, tutoring or testing been recommended? YES NO

If yes, please elaborate:

5. Parental expectations, support, and attitude toward applicant and school:

6. Additional Comments (Please attach additional sheet, if needed):

Teacher Name: _____ School: _____

Grade Taught: _____ Number of Years Teaching Student: _____

Teacher Phone Number: _____ Teacher Email: _____



In an effort to help prospective families get to know the Episcopal School of Dallas, the Office of Admission hosts several events each academic year. Please review the options below and join us at one of our programs. We look forward to introducing ESD to your family!

- Dates** **Tuesday, October 5, 2010 at 9:15 a.m.**
Wednesday, October 20, 2010 at 9:15 a.m.
Thursday, November 11, 2010 at 9:15 a.m.
- Description** An opportunity to learn more about the Lower School program, beginning with brief presentations by the Rector and Headmaster, Head of Lower School, the Lower School Chaplain, Director of Admission and Financial Aid and a few ESD students. Small group tours will be led by ESD parents following the presentations in the theater. This program typically concludes by 11:00 a.m.
- Where** **ESD Lower School**
 4344 Colgate Avenue
 Dallas, Texas
 Lower School Theater
- Registration** Please contact the Office of Admission, (214) 353-5738 or admission@esdallas.org, to make a reservation to attend one of these previews. In order to make the program as beneficial as possible for everyone, we do limit the number of guests. Please call in advance to make a reservation. These programs are for adults only.



