

The Episcopal School of Dallas Admission Application



ESD

Middle and Upper School
Grades Five through Twelve

2011-2012



Application Information and School Visit/Interview Information Forms

Deadline

January 7, 2011

Please submit the Application Information and School Visit/Interview Form, along with the \$100 application fee, as soon as possible. Interviews are a required component in the application process for grades five through twelve. ESD recognizes the time demands on candidates applying to several schools, therefore we are offering **two** different interview formats: an interview conducted during a half-day visit to the school **or** an interview conducted on one of two Saturday mornings **or** one of two weekday afternoons (please see the Interview Information Form for dates offered). *There is absolutely no admission preference given to either interview format, so candidates and their families should choose whichever format best meets their needs.*

Candidate Statement and Parent Statement

Deadline

January 7, 2011

These forms must be completed and returned to the Office of Admission no later than the specified deadline.

Records Release Form

Deadline

January 28, 2011

Parents must sign and forward the Records Release Form to an official at the applicant's current school. The applicant's school should return the requested materials directly to the Office of Admission.

Teacher Evaluation Forms - Math and English

Deadline

January 28, 2011

Please provide the applicant's current math and English teachers with the corresponding evaluation form. The teachers are asked to return the evaluation forms directly to the Office of Admission.

Admission Testing

Deadline

February 5, 2011

Applicants for grades 5 - 12 are administered the Independent School Entrance Examination (ISEE). The applicant must register directly with ISEE and include the examination fee of \$89 upon registration. Please note the date your child will be testing on the back of the Parent Statement. **Applicants must register no later than three weeks prior to the test dates to avoid additional fees. You can contact ISEE at www.iscetest.org or 1-800-446-0320.**

Tuition Assistance

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

Application Information Form



Grades Five through Twelve

2011-2012

Deadline: January 7, 2011

For office use only:

Rcd. _____ Fee. _____

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 _____
 Dr. Mr. Mrs. Ms.

Stepparent Name _____
 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



APPLICANTS FOR GRADES FIVE THROUGH TWELVE

Thank you for your interest in ESD. Please take a moment to fill out the following information and return it to the Office of Admission, along with your Application Information Form and fee of \$100. We will make every effort to use this information to match you with an appropriate host during your visit. Half-day visits must be completed no later than February 4, 2011; however, we strongly encourage all visits/interviews to be scheduled as soon as possible.

Once we receive this form, we will contact you to confirm the date and time of your visit or Saturday interview or after school interview.

Applicant's name: _____
First Middle Last Preferred Name

Parents' names: _____

Most reliable contact phone numbers: _____

School currently attending: _____

Candidate for grade: _____ Family email address: _____

Interests, activities, hobbies (include clubs, music, art, drama, student organizations, journalism)

Half-Day Visit Request

Please rank day preference: Tuesday ___ Wednesday ___ Thursday ___ Friday ___

Grades 5 – 8 - Tuesday, Thursday or Friday visits (chapel is 20 minutes long and begins at 8:00)

Morning visit: 7:50 – 12:30 Afternoon visit: 11:40 – 3:00

Grades 5 – 8 - Wednesday visits (chapel is 45 minutes long and begins at 8:00)

Morning visit: 7:50 – 12:55 Afternoon visit: 12:10 – 3:25

Grades 9 – 12 - Monday, Tuesday, Thursday or Friday visits (chapel is 20 minutes long and begins at 8:50)

Morning visit: 7:50 – 1:15

(please select time preference)

OR

Saturday, January 29, 2011 } Interviews are scheduled in 30-minute intervals between 8:00 a.m. and 11:00 a.m.

Saturday, February 5, 2011 } We will call as the date gets closer to schedule the interview time.

Thursday, January 27, 2011 } Interviews are scheduled in 30-minute intervals between 3:00 p.m. and 5:00 p.m.

Wednesday, February 9, 2011 } We will call as the date gets closer to schedule the interview time.



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

To the candidate: Please complete this form without assistance. Thank you for the time and effort you will put forth in applying to ESD.

Applicant's name _____
First Middle Last

Candidate for grade _____ Current school _____

Please explain how you heard about ESD and why you would like to attend our school.

What do you think you do well, outside of school? How would you use this talent to contribute to student life at ESD?



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...)?

Has your child ever skipped or repeated a grade? ___ Yes ___ No If yes, what grade? _____

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

ISEE Test Information: Please list the date your child will be taking the ISEE exam: _____

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

Birth date ____/____/____ 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 2011-12 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:

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

**Common Confidential English
Teacher Evaluation Form**



Grades Five through Twelve

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					
Reading Skills					
Writing Skills					
Intellectual Curiosity					
Ability to Grasp New Concepts					
Response to Feedback/Redirection					
Academic Achievement					
Future Academic Potential					
Pattern of Completing Work on Time					

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					
Emotional Maturity					
Citizenship/Conduct					
Management of Conflict/Criticism					

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:

4. Please list applicant's weaknesses:

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

If yes, please elaborate:

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

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

Teacher Name: _____ School: _____

Grade Taught: _____ Number of Years Teaching Student: _____

Teacher Phone Number: _____ Teacher Email: _____



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					
Response to Feedback/Redirection					
Academic Achievement					
Future Academic Potential					
Pattern of Completing Work on Time					

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					
Emotional Maturity					
Citizenship/Conduct					
Management of Conflict/Criticism					

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:

4. Please list applicant's weaknesses:

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

If yes, please elaborate:

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

7. 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, or more, of our programs. We look forward to introducing ESD to your family!

Admission Preview Day at the Middle and Upper School - for grades 5 through 12

- When** Saturday, December 4, 2010
Program begins at 9:30 am
- Description** The Admission Preview Day is an opportunity for applicants and their families to learn all about ESD. The morning will provide an overview of the academic programs, athletics, fine arts, student life, the wilderness program, classroom technology, admission processes and tuition assistance. Guests will hear from a student panel and visit with teachers in the classroom. In addition, a rotation of two information sessions will be presented throughout the morning. The program will conclude at 12:30 pm.
- Where** The Preview Day begins in the Susan M. Frank Center for the Arts and Humanities at the Middle and Upper School, 4100 Merrell Road.

Informational Tours for Parents

- Description** These student-led tours of the campus are designed with prospective parents in mind. Please visit www.esdallas.org for dates, additional information and to make a reservation.

Registration Information

Please make a reservation for the Preview Day and the Tours. You may register for ESD admission programs by calling or emailing the ESD Office of Admission, 214-353-5827 or admission@esdallas.org.



Application Checklist

Deadline

_____ Application Information Form and fee of \$100*	January 7, 2011
_____ Candidate Statement	January 7, 2011
_____ Parent Statement	January 7, 2011
_____ Records Release Form	January 28, 2011
_____ Math Teacher Evaluation	January 28, 2011
_____ English Teacher Evaluation	January 28, 2011
_____ School Visit / Saturday/after school interview completed	February 5, 2011
_____ ISEE testing completed	February 5, 2011

Admission Decisions

March 11, 2011

All applicants who adhere to the deadlines stated above will be mailed a notification letter on this date.

**All applications received after January 7, 2011 will be considered late and will be reviewed after March 25, 2011, as spaces become available. The fee to process late applications is \$125 for all grade levels.*

OFFICE OF ADMISSION CONTACT INFORMATION:

Monday through Friday - 8:00 a.m - 4:00 p.m.

Lower School inquiries - 214-353-5738

Middle and Upper School inquiries - 214-353-5827

Fax - 214-353-5872

ESD Operator - 214-358-4368

Ruth Burke, Director of Admission and Financial Aid, ext. 5601

Chris Gonzales, Associate Director of Admission and College Guidance, ext. 5937

Shelle Montgomery, Assistant Director of Admission and Financial Aid (5th and 6th grades), ext. 5827

Cindy Newsom, Assistant Director of Admission/Marketing (7th and 8th grades), ext. 5944

Ashley Beck, Lower School Admission Coordinator, ext. 5738

Corey Henderson, Admission Coordinator, ext. 2503



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**

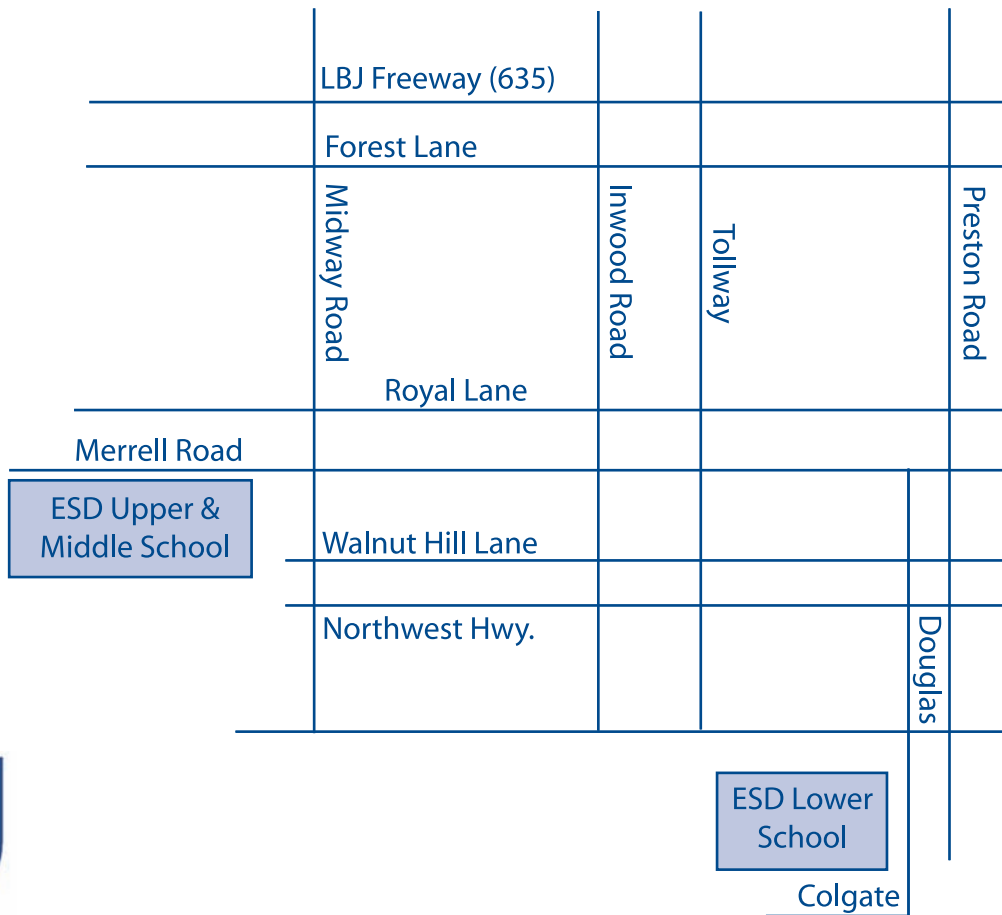


**EPISCOPAL SCHOOL OF DALLAS
MIDDLE AND UPPER SCHOOL ADMISSION INFORMATION
2011-12 ACADEMIC YEAR**

EVENT	DATE / DEADLINE	NOTES
Applications Available	Online: September 3, 2010	We will begin accepting applications after this date. <i>Please schedule student visit/interview as soon as possible.</i>
Middle & Upper School Admission Preview	Saturday, December 4, 2010 Program begins at 9:30 a.m.	Please make a reservation: admission@esdallas.org or 214-353-5827. Group tours are also available throughout the year.
Application Deadline 1	January 7, 2011	Application information form, fee of \$100, candidate and parent statements are due <i>no later</i> than this date.
Application Deadline 2	January 28, 2011	Confidential teacher evaluations and school records are due <i>no later</i> than this date.
Application Deadline 3	February 5, 2011	Testing and student interview must be completed by or on this date. You must register in advance for the ISEE exam by calling 1-800-446-0320 or visiting the website at www.iseetest.org
Admission Decision Letters Mailed	March 11, 2011	All applicants who adhere to the specified deadlines will receive a decision letter on this date.

The fee to process late applications (received after the January 7, 2011 deadline) will be \$125 for all grade levels.

**Please contact the Office of Admission for more information or if you have any questions.
Thank you for your interest.**



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Monday through Friday - 8:00 a.m - 4:00 p.m.
 Lower School inquiries - 214-353-5738
 Middle and Upper School inquiries - 214-353-5827
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