

# THRS

## Admissions Procedures Information



## Admissions Application Requirements

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### Admissions Process

#### Tour

As THRS utilizes a rolling enrollment system, depending on availability, the School welcomes prospective students at all times of the year. Families are invited to contact the School's Admissions Office to arrange for a tour of the School during the business week and regular school hours. All interested parties will receive a school brochure and admissions packet at the time of the tour.

#### Admissions Testing

**The Application/Testing Fee for ECP is \$200**

**The Application/Testing Fee for ESMS is \$225.**

Once the *non-refundable* Application/Testing Fee and the completed Admissions Application packet has been submitted, you will be responsible for ensuring that your child is registered and attends the testing time.

**Toddler and PreKindergarten** (two and three year-old) students do not take a test, but will be asked to come for a brief classroom visit/**Discovery Day** with their age-appropriate peers.

Upon the successful completion of the assessment (tested students in grades TK-8), the candidate *may* be invited or may request an in-class visit/Discovery Day. The teacher the ECP student visits on the Discovery Day DOES NOT INDICATE that the child will be placed with that teacher.

- We use a curriculum based test which is administered 1:1 for our **Transitional Kindergarten** applicants.
- We currently test all **Kindergarten** through **4th grade** applicants with a Renaissance reading tool and supplement which is administered 1:1.
- Applicants for **Grades 5-8** will take the ISEE (Independent Schools Entrance Examination [www.iseetest.org](http://www.iseetest.org))

Once the testing and classroom visits have been completed, Middle School students and parents, may be asked or may request a visit with our Head of School. At the conclusion of the process the candidate's application will be reviewed by the **Admissions Committee**. The Committee's decision will be communicated by letter. The Committee's decision is final.

Due to the large number of applicants each year, not all applicants will be accepted. THRS utilizes a competitive admissions process and employs a "rolling enrollment" process. Waitlisted applicants will be given primary consideration when an availability occurs.

*An application is considered to be complete when the School has received all of the following:*

- **\*New Student Intent to Apply form**
- The non-refundable **Application/Testing Fee (only applicable to NEW applicants)**
- **Copy of the birth certificate or passport**
- The completed **Admissions Application**
- Photo of applicant (family photo is acceptable)
- **Home Language Survey**
- Copy of the Child's **immunization records (translated when indicated)**
- **\*Pre-enrollment Modification Inquiry** form
- **\*Doctor's Statement** (for ECP applicants only)
- Official **School Records** (standardized tests/report cards/other testing (PK-8th grade))
- **Discovery Day** (for 2 and 3 year olds)
- **Admissions Test** (grades TK-8th)
- **\*Shared Teacher Recommendation** form (completed by former school and faxed or emailed directly to THRS)
- **Student Profile** form (completed by parents)
- **\*Student Applicant Questionnaire** (completed by student applicants in grades 1st-8th)

We can only accept electronically filed applications.

\*These forms are available in the application and can be sent to you as attachments.

*No student will be processed, presented to the Admissions Committee or admitted without a complete student file.*

**The admissions committee decision will be communicated to you through an email AND posted letter. Accepted students will have a "consideration period" and a time line before their deposit of the STAT and New Family fee (see fee schedule) will be due in order to reserve their spot for the 2019-2020 school year. Once that date has been reached, if you have not paid those fees by that stated due date, your student will be removed from our lists and your space may be given to a waitlisted student.**

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**For more information, contact:**

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