



## Admissions Procedures 2012-13

### Preschool – 5<sup>th</sup> Grade

#### Step #1—Visit Oakwood

Visit Oakwood by attending an Open House event or scheduling a tour. Open House events are for the whole family, however, tours during school hours are for parents only. To schedule a tour, please contact the Admissions Office at 408-782-7177 x204.

#### Step #2 — Submit application

Applications for the 2012-13 school year are currently being accepted. To begin the application process, go to [www.oakwoodweb.org](http://www.oakwoodweb.org) and click on Admissions → Applications to complete and submit an online application. There is a \$75 non-refundable application fee per applicant.

**Scholarship and Financial Aid:** Merit-based scholarship (eligibility begins at entry to 4<sup>th</sup> grade) and financial aid applications are separate applications and must be submitted along with the general student enrollment application. Please contact Admissions for these applications. *(The deadline for the first round of consideration is 2/3/12. Applications received after that deadline will be considered based on funds available.)*

#### Step #3 – Student Evaluation

The Admissions Office will contact you to schedule a student evaluation based on the age/grade of your child.

<b>Preschool &amp; Jr. Kindergarten</b>	-Student must meet defined age and developmental requirements -Parent/Child Interview with Principal
<b>Kindergarten</b>	-Assessment appointment -Parent/Child Interview with Principal
<b>1<sup>st</sup> Grade</b>	-Assessment appointment -Submit previous year of report cards -Parent Interview with Principal
<b>2<sup>nd</sup> – 5<sup>th</sup> Grade</b>	-2-day shadow process -Submit current and previous year of report cards and standardized testing results -Parent Interview with Principal

**During the summer months** evaluations are done through an assessment appointment once an application and required supporting records are received. A teacher returns to campus for this assessment, and there is a \$100 non-refundable summer testing fee. Parent and/or student interview may be required based on grade level.

**Admissions Notification:** Decision letters are sent upon completion and review of all required admissions steps. Enrollment confirmation and non-refundable fee is due one week after acceptance. Acceptances not confirmed by the designated due date may be forfeited.

**Wait Listed Students:** Students who qualify for acceptance but await placement based on openings will be notified by mail. Wait listed students are included in a pool of applicants where candidates are chosen as openings arise. Wait listed students are not numbered.