

SHREWSBURY MONTESSORI SCHOOL

*Excellence in Montessori Education for Children Age Three Through Grade Six
One School – Two Campuses*

ADMISSIONS CHECKLIST

- 1. Attend a Parent Tour:** Parent Tours are held on selected Wednesdays, from 9:00-10:00 AM. The Parent Tour provides an opportunity for parents to meet the Head of School and Director of Admissions, gain an understanding of the Montessori Method and the philosophy of Shrewsbury Montessori School, take an observational tour of the school, observe classrooms in the Morning Work Period and participate in a Question and Answer session with the Director of Admissions. Please call the Shrewsbury Montessori School: (508) 842-2116 to schedule your Parent Tour.
- 2. Application:** A child is considered for admission and placed in the applicant pool upon receipt of the completed application form and the non-refundable \$25.00 application fee. Children's House applicants simply submit the application and fee. Children's House applicants are notified of enrollment beginning mid January.
- 3. Parent Interview for Elementary School Applicants:** After the application and fee have been submitted, Elementary School applicants call to schedule a meeting with the Director of Admissions. All progress reports and evaluations are brought to the interview. This 30 minute meeting is an opportunity for the Elementary School applicant to share important aspects of the student with the Director of Admissions as well as learn more about the Shrewsbury Montessori School Elementary program.
- 4. Transcripts and Evaluations:** Parents of a child who is transferring from another school seeking admission into the Shrewsbury Montessori School Elementary program must request an official copy of the child's complete transcripts from all previous schools. Further, parents are responsible for arranging for any neuropsychological evaluation reports to be sent to Shrewsbury Montessori School.
- 5. AISNE Evaluation:** Elementary School applicants are responsible for submitting the Association of Independent Schools of New England Student Evaluation form to the child's current teacher and requesting return to Shrewsbury Montessori School.
- 6. Classroom Visit for Elementary School Applicants:** Once transcripts and evaluations have been submitted and after the parent interview, the Classroom Visit is scheduled for the prospective student. Lower Elementary applicants (Grades 1, 2, and 3) spend a morning in a Lower Elementary classroom. Upper Elementary applicants (Grades 4, 5 and 6) spend a full day in the Upper Elementary School.
- 7. Admission to Shrewsbury Montessori School:** Current students are offered the opportunity to continue their education at the School for the succeeding year. Siblings of current students are offered the opportunity to enroll. Accordingly, admission of new students into the School is subject to the availability of space, as well as a determination by the Admissions Committee that the School can meet the needs of the child.
- 8. Notification of Decision:** Applicants who have applied on behalf of their child for admission as a new student into the Shrewsbury Montessori School are notified of the applicant status beginning mid January preceding the school year for which admission is sought. Admission notification continues throughout the spring. Applicants are notified that their child has been granted admission via a letter and Enrollment Agreement. Applicants must return the Enrollment Agreement, and deposit, within two weeks or as noted on the Enrollment Agreement to secure placement for the upcoming school year.
- 9. Children's House Welcome Interview:** The Director of Admissions contacts the parents of all newly enrolled Children's House students to schedule a 20 minute Welcome Interview with the parents and child. Please note that a child is eligible for admission the year in which he/she turns three years old by August 31st.

Shrewsbury Montessori School admits students of any race, sex, religion, sexual orientation, handicap status, national origin, or ethnicity to all the rights, privileges, programs and activities generally accorded or made available to students at the school.