

ST. MARGARET'S EPISCOPAL SCHOOL

Upper School Application
Academic Year 2012-2013



LEARNING • LEADERSHIP • SERVICE



APPLYING TO ST. MARGARET'S UPPER SCHOOL

STEP 1

Visit St. Margaret's

- ❑ Attend St. Margaret's Open House on **SATURDAY, NOVEMBER 12, 2011**. The Kindergarten through Grade 12 program begins promptly at 10:00 A.M. (highly recommended)

STEP 2

Initiate Application

- ❑ Submit FORM 1 and the \$75 application fee to St. Margaret's Episcopal School online, by mail or by hand delivery by **JANUARY 13, 2012** for the application to be included in the first round of decisions. Fee waivers are available upon request. FORM 1 can be found online at www.smes.org/main/admission.

STEP 3

Complete Application and Interview

- ❑ Submit complete application to St. Margaret's Episcopal School by **WEDNESDAY, FEBRUARY 1, 2012**. Applications are found on our website at www.smes.org/main/admission.
Include FORM 2P: Parent/Guardian Questionnaire
Include FORM 2S: Upper School Student Questionnaire and Essay
- ❑ After submitting FORM 1 and the appropriate fee or fee waiver, please call the Office of Admission to schedule an interview and Class Visitation Day.

If applying for need-based financial aid, please go to the St. Margaret's website to download the necessary forms. The financial aid deadline for new students is **FEBRUARY 15, 2012**.

STEP 4

Assessments

- ❑ Register for the Independent School Entrance Exam (ISEE). The ISEE is given at St. Margaret's (school code 054114) on **DECEMBER 3, 2011; JANUARY 7, 2012; and FEBRUARY 4, 2012**. Applicants must register three weeks in advance by completing the registration form on the ISEE website: www.iseetest.org. While other test locations and dates are available, the ISEE must be taken by **SATURDAY, FEBRUARY 4, 2012** for an applicant to be considered in the first round of admission decisions. The ISEE fee is \$95.

STEP 5

Deliver Forms to Current School

- ❑ Deliver the forms listed below to your child's current teachers/well in advance of the **FEBRUARY 1ST** deadline.

FORM 3: Transcript Release Form
FORM 4: English Teacher Comment Form
FORM 5: Math Teacher Comment Form
FORM 6: Principal/Counselor Comment Form

STEP 6

Complete the Application File by February 4, 2012

- ❑ Application files must be completed by **WEDNESDAY, FEBRUARY 1, 2012**, including all required forms, fees, assessments, visits, and interviews to be considered in the first round of admission decisions. Applications completed after the **FEBRUARY 1, 2012** deadline will be reviewed on a space-available basis.
- ❑ Decisions will be mailed in **MARCH 2012**.



St. Margaret's Episcopal School

Educating the hearts and minds of young people for lives of learning, leadership and service

APPLICANT/FAMILY INFORMATION FORM 2012-2013 Academic Year

Please submit **FORM 1** to the Office of Admission by **FRIDAY, JANUARY 13, 2012** along with the \$75 application fee. Make checks payable to St. Margaret's Episcopal School.

Upper School application files must be completed by **WEDNESDAY, FEBRUARY 1, 2012**, including all required forms, fees, visits and interviews. In addition, Middle and Upper School applicants need to sit for the Independent School Entrance Exam (ISEE) on either Saturday, December 3, Saturday, January 7 or Saturday, February 4. Please go to www.iseetest.org to register in advance.

Preschool, Lower School and Middle School application files must be completed by **SATURDAY, FEBRUARY 4, 2012**, including all required forms, fees, assessments, visits and interviews.

Applications completed after the deadlines will be reviewed on a space-available basis.

Thank you for considering St. Margaret's Episcopal School for your child's education. We look forward to working with you in the application process.

Applicant Information

Last Name _____ First _____ Middle _____

Preferred First Name _____ Gender: Male ___ Female ___ Date of Birth ____/____/____
mm dd yy

Birthplace _____ Citizenship _____
City, State, Country

First Language _____ Language(s) Spoken at Home _____

Applicant Mailing Address _____

City _____ State _____ Zip _____

Home Telephone _____ Student E-mail (Grade 9-12 applicants only) _____

Current Grade _____ Applying for Grade _____

Will your child be applying to other schools? If so, where? _____

Has your child applied previously to St. Margaret's Episcopal School? Yes ___ No ___ If yes, for enrollment in fall _____
year

Please list schools attended by your child, starting with the most recent. Attach an additional sheet if necessary.

Name of School	Dates Attended (mm/yy)	Location (city, state)	Reason for Leaving
_____	_____ to _____	_____	_____
_____	_____ to _____	_____	_____
_____	_____ to _____	_____	_____

Has your child ever repeated or skipped a grade? Yes ___ No ___ If yes, which grade(s)? _____

Has your child ever been dismissed or suspended from school for any reason? Yes ___ No ___

If yes, please explain fully on a separate sheet. Please include the name of the school and principal.

Voluntary Information

Applicant ethnic background (please circle all that apply):

African American	Caucasian	Multiracial
Alaska Native/Native American	Latino/Hispanic American	Pacific Islander/ Native Hawaiian
(Indicate tribal affiliation) _____	Middle Eastern/	Decline to state
Asian/ Asian American	Middle Eastern American	

Family Information

Parent/Guardian 1 Relationship to Applicant _____ Birthplace _____
Title (Mr., Mrs., Ms., Dr., etc.) _____ Last Name _____ First _____ Middle Initial _____
Telephone: Home _____ Work _____ Cell _____ E-mail _____
College (if any) _____ Degree _____ Year _____
Graduate School (if any) _____ Degree _____ Year _____
Occupation _____ Employer _____ Title _____
Faith Affiliation (optional) _____ *Note: St. Margaret's welcomes families from all faiths, including those with no formal faith affiliation.*

Parent/Guardian 2 Relationship to Applicant _____ Birthplace _____
Title (Mr., Mrs., Ms., Dr., etc.) _____ Last Name _____ First _____ Middle Initial _____
Telephone: Home _____ Work _____ Cell _____ E-mail _____
College (if any) _____ Degree _____ Year _____
Graduate School (if any) _____ Degree _____ Year _____
Occupation _____ Employer _____ Title _____
Faith Affiliation (optional) _____ *Note: St. Margaret's welcomes families from all faiths, including those with no formal faith affiliation.*

Please circle all that apply:

Parents married Parents divorced Parents separated Parents never married Adopted child
Father remarried Mother remarried Domestic partnership Father deceased Mother deceased

With whom does the applicant live? _____

Please provide name and address for non-custodial parent if applicable. Name _____
Street Address _____ City _____ State _____ Zip _____

Siblings:	Name	Age	Current School
	_____	_____	_____
	_____	_____	_____

Are any siblings currently applying to St. Margaret's Episcopal School? Yes ___ No ___

If yes, name(s) and grade(s) applying for: _____

Please list any relatives who currently attend or previously attended St. Margaret's Episcopal School:

Name	Relationship	Dates Attended (mm/yy)
_____	_____	_____
_____	_____	_____

Will you apply for financial aid? Yes ___ No ___

If yes, the necessary forms are made available on the St Margaret's Website ([Tuition and Financial Aid](#)). Please know all new student financial aid applications need to be submitted by February 15, 2012.

Parent/Guardian Signature – Required

The information provided here is complete and accurate. I waive my right of access to confidential information in my child's admission file. I further understand all admission materials submitted become the property of St. Margaret's Episcopal School and will not be returned.

Signature _____ Date _____ Name _____

please print

St. Margaret's Episcopal School does not discriminate on the basis of gender, race, color, religion, sexual orientation or national and ethnic origin in the administration of its educational, admission, financial aid, hiring and athletic policies or in other school-administered programs.



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UPPER SCHOOL PARENT/GUARDIAN QUESTIONNAIRE 2012-2013 Academic Year

In an effort to better know our applicants, we invite parents/guardians to respond as fully and candidly as possible to the following questions. You may respond on a separate sheet if you prefer. We appreciate your time and thoughtfulness and look forward to learning more about your child.

Applicant's Full Name _____
Last First Middle

Date of Birth ____/____/____ Current School _____ Applying for Grade ____
mm dd yy

1. Why is St. Margaret's the right school for your child? Please include aspects of the school you believe are most important.

2. What are your child's greatest strengths?

3. What are your child's greatest challenges?

4. What are your child's special interests?

5. Describe your child's relationship with his/her family.

6. Describe your child's relationship with his/her peers.

7. Has your child ever received or been recommended for any support services? If yes, please indicate what services were provided or recommended (e.g., academic support, tutoring, counseling, speech, occupational or physical therapy, etc.).

8. Is there anything else you would like the Admission Committee to know about your child?

9. How did you first learn about St. Margaret's Episcopal School (please be specific)?

Friends _____ Relatives _____

Web search _____ Magazine/Newspaper (name) _____

Other _____

Parent/Guardian Signature – Required

The information provided here is complete and accurate. I acknowledge I waive my right of access to confidential information in my child's admission file. I further understand all admission materials submitted become the property of St. Margaret's Episcopal School and will not be returned.

Signature _____ Date _____ Name _____

please print

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UPPER SCHOOL STUDENT QUESTIONNAIRE AND ESSAY 2012-2013 Academic Year

Application files must be completed on **WEDNESDAY, FEBRUARY 1, 2012**, including all required forms, fees, visits and interviews, to be considered in the first round of admission decisions. Applications completed after the Wednesday, February 1, 2012 deadline will be reviewed on a space-available basis.

To the student: We would like to learn more about you through your answers to the questions below. **Your answers must be your own and written in your own handwriting.** Please answer within the space provided. We encourage you to reflect on what is important to you and allow your responses to communicate who you really are. In short, be yourself!

In addition, please submit a recent photo and staple it to your application.

Name _____
Last First Middle Nickname

Date of Birth ____/____/____ Current School _____ Applying for Grade _____
mm dd yy

1. Why is St. Margaret's the right school for you?

2. Share with us an idea or topic you've learned about and found particularly interesting.

3. What qualities do you value in your friends?

4. What are your greatest strengths? What are your greatest challenges?

5. Tell us about your favorite book you've read outside of school. Why is it your favorite?

6. Have you ever been dismissed or suspended from school for any reason? Yes ___ No ___
If yes, please explain fully on a separate sheet. Please include the name of the school and principal.

7. Please complete the following sentences:

I am happiest when _____

Three adjectives that describe me best are _____

In my free time, I like to _____

My favorite way to learn is _____

My favorite movie/TV show is _____

Someday I would like to _____

The Admission Committee should know that I _____

Activities and Interests

In order of their importance to you, please list your favorite activities and interests (e.g., art, music, dance, athletics, clubs, community service, hobbies, etc.). Feel free to use the spaces provided.

Activity	Describe your involvement (positions held, awards received, etc.)	Years of participation	Do you plan to continue at St. Margaret's?
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Essay Question

Please choose one topic from the options below and write a one-page, **typed or handwritten response**. Your essay should reflect your own thoughts, ideas, and writing skills. Your parents, teachers, friends, etc. should **not** edit your writing. Please check one of the questions below and staple your essay to the back of this form.

- Tell us about an ethical dilemma you've faced and describe its impact on you.
- What piece of literature, art, or music holds meaning for you, and why?
- In your opinion, what is the greatest challenge your generation will face? What ideas do you have for dealing with the issue?

Student Signature – Required

In keeping with St. Margaret's Upper School Honor Statement my signature indicates that all information submitted is factually correct, complete, and honestly presented. The written answers represent my own work and have not been edited by others

Signature

Date

Printed Name

Please elaborate on this student's academic performance. What are the student's academic strengths and weaknesses?

Please elaborate on this student's personal qualities. What do you like best about this student? In what ways has this student made an impact in your classroom, the school, or the community?

Please comment on parent involvement and cooperation with the school.

Is there anything else you feel the Admission Committee should know about this student or the student's family?

How well do you know the student academically? _____ As a person? _____

In which course(s) did you teach this student? _____

	Enthusiastically	Strongly	Moderately	With Reservation	Not at All
I recommend this student to St. Margaret's Episcopal School:	1	2	3	4	5

Teacher Signature – Required

Teacher Name Dr./Mr./Mrs./Ms. _____ School Address _____

Signature _____ Date _____ City/State/Zip _____

E-mail _____ Work Phone _____

May we contact you to follow up on this Teacher Comment Form? Yes ___ No ___

Please elaborate on this student's academic performance. What are the student's academic strengths and weaknesses?

Please elaborate on this student's personal qualities. What do you like best about this student? In what ways has this student made an impact in your classroom, the school, or the community?

Please comment on parent involvement and cooperation with the school.

Is there anything else you feel the Admission Committee should know about this student or the student's family?

How well do you know this student academically? _____ As a person? _____

In which math course(s) did you teach this student? _____ Student's average score on your tests: _____

Which math course do you recommend this student take next year? _____

	Enthusiastically	Strongly	Moderately	With	Not
I recommend this student to St. Margaret's Episcopal School:	1	2	3	Reservation	at All
				4	5

Teacher Signature – Required

Teacher Name Dr./Mr./Mrs./Ms. _____ School Address _____

Signature _____ Date _____ City/State/Zip _____

E-mail _____ Work Phone _____

May we contact you to follow up on this Teacher Comment Form? Yes ___ No ___

Please elaborate on this student's academic performance. What are the student's academic strengths and weaknesses?

Please elaborate on this student's personal qualities. What do you like best about this student? In what ways has this student made an impact in your classroom, the school, or the community?

Please comment on parent involvement and cooperation with the school.

Is there anything else you feel the Admission Committee should know about this student or the student's family?

Has the student ever been dismissed or suspended from school for any reason? Yes ___ No ___ If yes, please explain fully on a separate sheet.

How well do you know this student academically? _____ As a person? _____

	Enthusiastically	Strongly	Moderately	With Reservation	Not at All
I recommend this student to St. Margaret's Episcopal School:	1	2	3	4	5

Signature – Required

Name Dr./Mr./Mrs./Ms. _____ School Address _____

Signature _____ Date _____ City/State/Zip _____

E-mail _____ Work Phone _____

May we contact you to follow up on this Teacher Comment Form? Yes ___ No ___

Upper School Honor Statement

Conducting oneself honorably is essential to living a meaningful and successful life. Honorable conduct is a gift that one gives to enhance the entire community. I choose to tell the truth, do my own work, treat others decently and fairly, and take responsibility for my actions. Integrity, goodness, and truthfulness are ideals I strive to live up to each day. By living honorably I respect myself and serve others.

