



**Application Process
2010-2011 Academic Year**

Thank you for your interest in Explorer West Middle School! We know that choosing the best school for your child is important to you. Our application process is designed to give our Admissions Committee relevant information about each applicant while also providing families with the opportunity to learn more about our middle school. Included in this application packet are several required forms. A classroom visit and an interview are also required in the application process. Important dates, deadlines and process information are described below. If you have any questions, please feel free to contact us.

Important Admission Dates

October 1 st – January 13 th	Applicant visit mornings - Tuesday, Wednesday, or Thursday Applicant visits must be completed before January 13, 2010
Thursday, October 22, 2009	Open House from 6:30pm - 8:00pm
Thursday, November 12, 2009	Open House from 6:30pm - 8:00pm
Wednesday, January 13, 2009	Applicant/Parent visit deadline
Thursday, January 14, 2010	Application deadline by 5pm
Thursday, February 04, 2010	Financial Aid application deadline
Thursday, March 18, 2010	Enrollment Decisions and Financial Aid offers mailed
Thursday, March 29, 2010	New Family Responses: Contracts and Deposits deadline

Application Forms and Applicant Visit Checklist

Step 1: Application Materials

Turn in School Records Request Form as soon as possible.

- Please turn in the School Records Request Form to your student's current school office.
- Confirm they have mailed records directly to Explorer West Middle School – deadline is **Thursday, January 14, 2010**.

Ask two teachers for teacher evaluations as soon as possible.

- Provide two teachers the Teacher Evaluation Form, along with a stamped envelope, addressed to "Explorer West Middle School".
- Confirm that the two teachers mailed their evaluations directly to Explorer West Middle School – deadline is **Thursday, January 14, 2010**.

In addition, please carefully read, complete, and deliver the following materials to Explorer West Middle School – deadline is **Thursday, January 14, 2010**.

- Two page Application Form (Please attach a small photo of your child.)
- Application fee of \$50 (Please make checks payable to Explorer West Middle School.)
- Parent Input Form
- Applicant Essay

Step 2: Applicant/Parent Visit must be completed by Wednesday, January 13th, 2010

Explorer West Middle School requires that all applicants spend a morning visiting the school before Wednesday, January 13th, 2010. Parents may also observe classes and tour on the same morning. This is an optional opportunity for parents but an ideal time for parents to ask us questions. This visit is also a way for families to decide if their educational goals and values match well with ours. Applicants spend the morning visiting classes with a student host and will meet staff and faculty. *Applicant visits are booked after we receive the two-page application form and the application fee of \$50.*

Applicant Interview and Math and Writing Assessment

During their applicant visit, each student will have an interview with a staff or faculty member and will be asked to take a short assessment quiz consisting of several math questions and a writing sample. This assessment helps us to understand what level of math and writing your student has mastered so far. Please inform your child about this short assessment ahead of time.

- Parents must contact the Director of Admissions to make an appointment for an applicant visit to be completed before Wednesday, January 13th, 2010. Please contact Director of Admissions, Claudia Rose, at claudiar@explorerwest.org or by calling the office at 206.935.0495.

Financial Aid Program – Financial Aid Applications are due by February 4, 2010

An independent school education is an investment in your child's future. While everyone will agree that an independent school education can be expensive, we work hard to maintain a tuition level that is affordable. Funding a quality education takes some planning, and most families employ several strategies to keep the costs within reach. These strategies include scheduling tuition payment plans with our business office, requesting help from family members (this is a great estate planning tool for grandparents – they can benefit their grandchild's education and avoid certain gift and estate taxes), and applying for education or home equity loans. In addition, through our Financial Aid Program, we are able to assist some families with tuition costs by offering financial aid awards.

- **If you would like to request a Financial Aid packet, please contact our school office by calling 206.935.0495.**

All materials submitted in support of an application for admission become the property of Explorer West Middle School. These materials, including letters of recommendation, school reports, and the results of our admissions screenings, are confidential and will not be released to any one at any time. Please call us at 206.935.0495 if you have any questions about admissions or financial aid.

Send all application materials to:
Claudia Rose, Director of Admissions
Explorer West Middle School
10015 28th Ave SW Seattle, WA 98146

Please note that applications and partial applications received **after** January 14, 2010 at 5pm will be reviewed on a space-available basis.

A reminder that the applicant visit, interview and assessments are a part of the application and the applicant visit must be completed before January 13, 2010 in order for an application to be considered complete.