



## Admission Procedure

If you wish to apply for enrollment for your child in University School of the Lowcountry, please follow this guideline:

### **1. Shadow Day**

If after learning more about University School through the website, an on-campus tour, attendance at an Open House, etc., and you feel USL may be a good fit for your child, please schedule a day for him/her to shadow at the school. Students can shadow more than one time, but the first visit must be on a non-LOTG (field learning day, typically Wednesday) day. Please arrive between 7:30 and 7:40 on the agreed upon date. Your child will need a lunch, snack, writing utensil and a notebook. Because we have PE every day, they should wear shoes for running and dress to approximate our dress code (khaki/navy bottoms and a collared shirt). They should stay the entire day until dismissal at 2:45.

### **2. Application & Fee**

The feedback your child provides about his/her shadow day and the feedback from USL will help you decide whether to apply to University School. If so, please submit a completed Application for Admission along with a \$75 Application Fee (non-refundable). The deadline for admission for 2011-12 was January 28, 2011. Applicants who complete the process after the deadline will be considered on a rolling admission and space-available basis.

### **3. Receipt of Records**

Please complete and send the Parent Authorization for the Release of School Records form to your child's school. This will give permission to your child's school to send us your child's transcript.

### **4. Receipt of Recommendations**

Please ensure the completion and return of the three recommendations:

- 1) Math teacher      2) English teacher      3) Teacher/coach/mentor

*\* Students in elementary school may have only one teacher for Math and English. In this case, he/she should fill out both. However, we are interested in gaining three distinct perspectives on your child, so please have another teacher (ex. the prior year's teacher) also complete the teacher/coach/mentor recommendation.*

### **5. Admissions Test**

Please schedule an appointment for your child to take University School's admissions test. Testing can be scheduled in conjunction with the Interview (step 4).

### **6. Interview**

Your child will likely be interviewed during his/her shadow day at University School. If not, the interview will be conducted in conjunction with the administration of the Admissions Test (step 5).

### **7. Admission Decision**

Once this process has been completed and a decision about the applicant's admission made, the parents/guardians will be notified by phone and in writing. Students who applied by the January 28, 2011, deadline will be notified by February 25, 2011. Offers are due back to USL by March 4, 2011. After January 29, applications and acceptance decisions will be considered on a rolling admissions basis.

### **8. Agreement to Enroll**

If your child should be invited to join University School, your prompt acceptance will be important. Upon agreeing to enroll your child, pertinent forms will be sent to you. Please complete and return these forms with a \$750 deposit (which is applied to the student's tuition for the year).

### **Non-Discrimination Policy**

*University School of the Lowcountry is committed to its growth as an institution that welcomes and values a diversified school community. The school does not discriminate on the basis of race, national or ethnic origin, religion, economic background, or any other classification protected by law in the administration of its educational policies, financial assistance policies, or any other school policy or program.*