



## Saint Thomas' Episcopal School 2018-19 Admission Requirements

Application submission is encouraged in the fall prior to the intended year of entry. If you do not receive an email confirming receipt of the application within a week after submission, please contact the Office of Admissions at 713.666.3111.

Grade Entering	Application Deadline and Fee	Individual Tests*	Family Interview	Required Documents	Application Materials Deadline	Decisions Notification
Kindergarten	January 15 \$100	WPPSI Testing  Schedule online at <a href="http://catstexas.org">catstexas.org</a>	Schedule a family interview after application submission	One teacher recommendation	February 1	Mid-March
Grade 1	January 15 \$100	WPPSI Testing  Schedule online at <a href="http://catstexas.org">catstexas.org</a>	Schedule a family interview after application submission	One teacher recommendation  Transcripts and semester grades	February 1	Mid-March
Grades 2, 3, 4	January 15 \$100	WISC Testing  Schedule online at <a href="http://catstexas.org">catstexas.org</a>	Schedule a family interview after application submission	One teacher recommendation  Transcripts and semester grades	February 1	Mid-March
Grade 5	January 15 \$100	ISEE Testing  Schedule online at <a href="http://iseetest.org">iseetest.org</a>	Schedule a family interview after application submission	One teacher recommendation  Transcripts and semester grades	February 1	Mid-March
Grades 6, 7, 8, 9, 10, 11, 12	January 15 \$100	ISEE Testing  Schedule online at <a href="http://iseetest.org">iseetest.org</a>	Schedule a family interview after application submission	Math and English teacher recommendations  Transcripts and semester grades	February 1	Mid-March

\*Grades Kindergarten through 4th, WPPSI and WISC testing must be administered within one year prior to the Application Materials Deadline. Grades 5th through 12th, applicants may take the ISEE at any participating school or test site.

# Steps in the Saint Thomas' Episcopal School Admissions Process

## **Step 1:** Submit the admissions application

- Visit **stes.org** and click on the Admissions tab to fill out an online application. The priority deadline for submitting applications is **January 15**.

## **Step 2:** Register for a placement test

- If applying to Kindergarten, 1st, 2nd, 3rd, or 4th, go to **catstexas.com** to register for testing by **December 1**.
- If applying to 5th grade or higher, go to **iseetest.org** to register for testing by **December 1**. Applicants may test at any school administering the ISEE, but scores must be sent to STE using our school code: **443433**.

## **Step 3:** Submit transcripts

- The transcript release form should be submitted to your child's current school in **early December** so that their first semester grades are included in the official records the school sends STE.

## **Step 4:** Provide teacher recommendations

- If applying to Kindergarten, 1st, 2nd, 3rd, 4th, or 5th, only one teacher recommendation is required.
- If applying to 6th grade or higher, two teacher recommendations (one from a Math teacher and one from an English teacher) are required. The two teacher recommendation forms should be given to your child's current Math and English teachers in early December.

## **Step 5:** Attend family interview

- Shortly after submission of your child's completed admissions application, you will be able to schedule a family interview on campus. The applicant and one or both parents should attend the interview.

The deadline to complete application files, including receipt of test results, transcripts, teacher recommendations, and the family interview, is **February 1**.

Decision letters will be sent in **mid-March** to each candidate who has completed their file by the priority deadline. For files completed after the published deadlines, the Admissions Committee will render decisions as it is able, provided that available space remains in the desired grade of entry.

If applying for need-based financial aid, fill out a confidential application online at [factstuitionaid.com](http://factstuitionaid.com) by **March 1**. Should you have questions, contact the STE Financial Office at 713.666.3111.