



**CAPITOL  
HILL  
DAY  
SCHOOL**

## APPLICATION CHECKLIST 2018-2019

Questions? Contact [admissions@chds.org](mailto:admissions@chds.org) or 202-386-9920.

Application Deadline: January 11, 2019.

Admissions decisions are available on Friday, March 1.

Enrollment contracts are due by Friday, March 15.

- TOUR OR OPEN HOUSE**  
Register at [www.chds.org/admissions](http://www.chds.org/admissions) for a Small Group Tour, Open House, or Head of School Tour.
- APPLICATION (Due January 11, 2019)**  
Submit application and pay \$60 fee at [www.chds.org/admissions](http://www.chds.org/admissions)
- PARENT MEETING (optional)**  
Schedule at [www.chds.org/admissions](http://www.chds.org/admissions) to arrange a parent meeting with the Admissions Director.
- TEACHER RECOMMENDATIONS (Due February 1, 2019)**  
Submit teacher recommendation form to your child's current teacher(s).  
Teachers return completed forms directly to the Admissions Office.
  - Applicants to Pre-K – 5<sup>th</sup>: One recommendation from your child's current teacher
  - Applicants to 6<sup>th</sup>-8<sup>th</sup>: Two recommendations (one from English teacher, one from Math teacher)
- ASSESSMENT TEST (Due February 1, 2019)**  
Schedule the required assessment with an outside provider. A list of assessment centers is available at [www.chds.org/admissions](http://www.chds.org/admissions). Submit results to the Admissions Office by February 1, 2019.
  - Pre-K and K applicants should take the WPPSI.
  - Applicants to 1<sup>st</sup> grade take the WPPSI if they are five years old and the WISC if they are six years old.
  - 2<sup>nd</sup> - 5<sup>th</sup> grade applicants should take the WISC.
  - 6<sup>th</sup> - 8<sup>th</sup> grade applicants submit results from any recent standardized assessment test they have taken
- STUDENT VISIT**
  - Pre-K, K, and 1<sup>st</sup> grade applicants will attend a playdate at Capitol Hill Day School on a Saturday in late January or early February 2019. Schedule the playdate online at [www.chds.org/admissions](http://www.chds.org/admissions).
  - All 2<sup>nd</sup> - 8<sup>th</sup> grade applicants will visit during a school day during January or February. The Admissions Office will contact you to schedule a visit.
- STUDENT QUESTIONNAIRE (Only for applicants to 3<sup>rd</sup>-8<sup>th</sup> grade. Due February 1, 2019.)**  
Submit the form completed by your child to the Admissions Office.
- TRANSCRIPTS (Only for applicants to 2<sup>nd</sup>-8<sup>th</sup> grade. Due by February 1, 2019.)**  
Request your child's transcripts from the current school and ask the school to send them directly to the Admissions Office.
- FINANCIAL AID APPLICATION (optional. Due by February 1, 2019.)**  
Families may submit a financial aid application at [www.mytads.com](http://www.mytads.com). Details available at [www.chds.org/admissions/tuition](http://www.chds.org/admissions/tuition)