



GRADES 2-5 APPLICATION PROCESS CHECKLIST

7301 Sardis Road • Charlotte, NC 28270 • (704) 366-5657 • www.charlottechristian.com

- ___ Submit application for each child with a \$90 non-refundable fee on or before Jan. 15, 2020.*
Detailed instructions for completing the application can be found at www.charlottechristian.com/admissions.

- ___ Send teacher recommendation and signed transcript release forms to current school to request official records be mailed to Charlotte Christian School by March 1, 2020.*
(Transcripts should include report cards, standardized tests, and other educational assessments important to the application process.)

- ___ Register for testing:
 - For Grades 2-4**
 - Schedule Wechsler Intelligence Scale for Children - 5th edition with a Charlotte Area Independent Schools (CAIS) psychologist (see CAIS booklet for list of providers).
 - For Grade 5**
 - Register for the Independent School Entrance Exam (ISEE) at www.iseetest.org or with ISEE (1-800-989-3721).

- ___ File materials (teacher recommendation form, transcript, testing results) should be completed and returned by March 1, 2020.* (Transcripts should include report cards, standardized tests, and other educational assessments important to the application process.) Application progress can be tracked via the admissions portal.

- ___ Once an applicant's file materials (teacher recommendation, transcripts, testing) are **complete**, a student classroom visit and family interview will be scheduled by the admissions office.
(Visits occur November through March.)

- ___ Decision letters will be sent on March 27, 2020.*
Decision letters for siblings of JK/K applicants will be sent on February 21, 2020.

*All dates represent those observed by Charlotte Area Independent Schools (CAIS) for priority consideration. After these dates, Charlotte Christian School maintains rolling admissions where grade level space permits. Please note that application processes remain consistent throughout the year.