



**CAPITOL  
HILL  
DAY  
SCHOOL**

## APPLICATION CHECKLIST 2019-2020

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

Application Deadline: January 10, 2020.

Admissions decisions are available on Friday, March 6.

Enrollment contracts are due by Friday, March 20.

### **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 10, 2020)**

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 3, 2020)**

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 3, 2020)**

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 3, 2020.

- 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 2020. 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 3, 2020.)**

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 3, 2020.)**

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 3, 2020.)**

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)