



DETROIT COUNTRY DAY SCHOOL ADMISSIONS PROCESS

Upon receiving an inquiry or online application, an admissions representative will contact you to discuss the admission process and answer any questions you may have. The following is a brief overview of the admission process.

To submit an online inquiry or application, please visit our website at www.dcds.edu and click on the “Inquiry Form” or “Apply Online” button under Admissions.

Grades PK - 4

Forms to be completed by parent(s)

- Application – completed online or hard copy along with a \$50 application fee
- Parent/Guardian Overview & Assessment

Forms to be completed by personnel at the candidate’s current school

- Release of Records Form from current school’s registrar
- Teacher Confidential Recommendation

Entrance testing and shadow visits Grades PK – 2

- Testing consists of a developmental observation and/or reading and math assessment, depending upon the child’s age
- PK3 students participate in a group play appointment
- PK4 – 2nd grade students participate in a “shadow visit” with their current grade level

Entrance testing and shadow visits Grades 3 – 4

- All prospective students are required to take an entrance test assessing reading comprehension and quantitative reasoning skills. The date and time of the test will be coordinated with the individual family.
- All prospective students also spend a day “shadowing” a current DCDS student for the day, if possible.

Please contact Barb McLaughlin at 248.430.2740, bmclaughlin@dcds.edu

Grades 5 - 12

Forms to be completed by parent(s) and candidate

- Application - completed online or hard copy along with a \$50 application fee
- Parent/Guardian Overview and Assessment
- Candidate Statement & Fact Sheet completed by candidate

Forms to be completed by personnel at the candidate’s current school

- English and Math Teachers’ Recommendations
- Counselor/Advisor/Principal Confidential Recommendation
- Other Significant Individual Confidential Recommendation
- Release of Records Form from current school’s registrar

Grades 5 - 8: Please contact Kathleen Chester at 248.430.3655, msadmissions@dcds.edu

Grades 9 - 12: Please contact Michele Reimer at 248.430.3587, mreimer@dcds.edu

Entrance examination information:

Middle and Upper Schools candidates: All candidates applying to the **Middle or Upper School** are required to take the **Educational Records Bureau Independent School Entrance Examination (ISEE) and the Otis-Lennon School Ability Test**. The candidate must pre-register for the Independent School Entrance Examination online at www.iseetest.org and the tests are administered at the Upper School campus concurrently. A request to test individually, as a walk-in, can be made by contacting **Michele Reimer at mreimer@dcds.edu or 248.430.3587**.

Walk-in registration is available and must be processed online through a unique walk-in code that is distributed by the ISEE test site school. Families must contact the Admission Office of the ISEE test site school that is allowing walk-ins. Registration is online only.

There is an additional \$40 fee for walk-in registration, which must be processed online by credit card only (Visa or MasterCard).

There is no paper registration and neither cash or check can be accepted as payment for testing fees.

***Please make sure to indicate on the registration, that you want your child's scores sent to Detroit Country Day School, our school code is 230-330.**

- The tests are held at the Upper School Campus (enter through the main entrance) on the following **Saturdays from 8am to 12:00pm – Check-In begins at 7:45am:**
 - October 19, 2019
 - November 16, 2019
 - December 14, 2019
 - January 11, 2020
 - February 8, 2020
 - March 21, 2020
 - April 25, 2020
 - May 16, 2020

The examination fees are as follows:

- Pre-registration fee (three weeks or more before a Saturday test date): \$125
- Less than three weeks prior to a Saturday test date: \$155
- Walk-in individual testing: \$165

Interview

Once the steps outlined above are completed, a personal interview with the candidate and his or her parents will be scheduled. The purpose of the interview is to get to know the applicant and to allow for questions from the family. Interviews generally take place Monday through Fridays from 8 am to 3:45 pm and last approximately 50 minutes.

Decision

The family is informed as to the decision on admissibility after the interview and completion of the admissions process. Once a student has been accepted, a contract will be issued. A birth certificate is required for admittance.