

TRANSITION CHECKLIST



7th GRADE

WINTER

- Review HRS High School Transition Guide
- Attend high school transition event
- Connect with transition team about IEP if considering public school

SPRING

- Attend HRS school conference
- Attend HRS spring transition meeting

8th GRADE

SEPTEMBER

- Back to School conference with Level 8 teacher to discuss preparation for High School
- For public school applicants, discuss IEP evaluation or 504 Accommodations Plan with teacher and the transition coordinator
- Explore high schools options by visiting school websites
- Schedule a high school “Shadow/Visit Day”

OCTOBER, NOVEMBER + DECEMBER

- Attend open houses and school tours
- Begin applications and write essays
- Submit HRS Preliminary High School Tracking Form to HRS Front Office by November 1
- Submit teacher evaluations and transcript requests to the HRS Front Office by November 15
- Schedule practice interview with the Transition Coordinator (student)
- Attend family/student interviews with prospective schools
- If needed, register for the entrance exam required by the school (ISEE, SSAT or HSPT)
- Submit financial aid application

JANUARY

- Confirm all admissions materials submitted
- Confirm financial aid application complete

FEBRUARY

- Acceptance letters received
- Complete enrollment contract with deposit
- Seattle Public School Choice open enrollment

MARCH + APRIL

- Write thank you notes to application schools
- Send HRS transition coordinator admissions results: accept, wait-list, decline, and attending.