

## Lower School Admissions Applicant Checklist Grades PreK–4

On-campus WPPSI (Grades PreK-1, under 6 years old) testing appointments fill quickly. We recommend that you schedule an appointment through Ravenna early in the process. All event scheduling begins in September. We are administering the WISC-V (Grades 1-8, over 6 years old) evaluation on-campus this admissions season. You may also schedule WISC-V assessments with an off-campus psychologist. You may visit Ravenna for open testing slots or our website for a resource list of local psychologists.

### ***To begin the application process:***

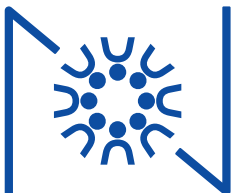
- Create an account with Ravenna Solutions at [nuevaschool.org/admissions](https://nuevaschool.org/admissions)
- Attend a Lower School Guided Virtual Parent Tour (optional)
- Attend a PreK–1 Virtual Program Preview (if applicable/optional)
- Schedule an appointment for on- or off-campus testing. Off-campus WISC evaluation results are due January 14, 2022, off-campus WPPSI results are due January 28, 2022
- Complete Part I of the application, due by applicant's on-campus evaluation appointment or, if testing off-campus, no later than January 6, 2022

### ***If test results are within range:***

- Complete and submit Part II of the Application
- Schedule a PreK - 4 Virtual Parent Meeting
- Schedule a Student Activity Session
- Through Ravenna Solutions, delegate to the student's current school faculty/administrators:
  - Official Transcript Request Form (grades 1–4)
  - Current Teacher Recommendation Form
  - Nueva Confidential Student Evaluation Form

### ***If applying for financial awards:***

- File your completed Parents' Financial Statement (PFS) directly with School and Student Services (SSS) at [solutionsbysss.com/parents](https://solutionsbysss.com/parents), as well as with the Admissions Office by **January 7, 2022**.
- Upload all remaining tax forms and financial documents to SSS by February 4, 2022, including:
  - 2021 Federal Tax Return including all forms and schedules
  - 2020 Federal Tax Return including all forms and schedules
  - All 2021 W-2 and 1099 forms
  - November and December pay-stubs for each wage earning parent or guardian  
IRS Form 4506, signed and dated
  - If desired, you may submit a written explanation of your circumstances to the Admissions Office by February 4, 2022.



If you have any questions, please do not hesitate to contact the Nueva Admissions Office at 650-350-4528 or by email at [admissions@nuevaschool.org](mailto:admissions@nuevaschool.org).