



Application Checklist

- Explore the PBS website** to get to know the school. Check out www.phillipsbrooks.org/10things as a start.
- Submit an inquiry** at www.phillipsbrooks.org/inquire to create your Application Portal account.
- Register for a **Virtual Open House Tour** on the Application Portal.
- Schedule a **Virtual Parent Interview** by calling the Admission Office. *Schedule this for sometime **after** your tour!*
- Submit the online **Preliminary Application** and the **\$100 application fee**. *Fee waivers available if needed.*
- Complete the **Parent/Guardian Statement** on the Application Portal.
- Complete and submit the **Shared Kindergarten Assessment** videos via Ravenna.
- Stay tuned for more information about the **upper-grade applicant visit** (*Grades 1-5 only*)
- Sign up for an **Applicant playgroup** (PS, PK, and K only)
- Delegate **teacher recommendation forms** to your child's teacher(s) on the Application Portal.
- Request school records** (if applicable) using the form available on the Application Portal.
- Apply for **Financial Aid** (optional). Details at www.phillipsbrooks.org/finaid.

Si necesita ayuda en español, comuníquese con Jason Nunez, Gerente de Admisión, jnunez@phillipsbrooks.org o llame al 650-854-4545 x137.

We look forward to getting to know you! If you have any questions at any time, please contact the **Admission Office** by email at admission@phillipsbrooks.org or by phone at **650-854-4545 x137**.

2022–2023 Key Dates

December 2

Sibling Applications Due

January 7

Applications Due

January 23

Supplemental Forms Due
Teacher Recommendations Due

January 26

Sibling Decisions Sent
Out/Re-enrollment

January 28

Financial Aid Applications Due

February 15

Financial Aid Tax
Documentation Due

March 16

Decisions Emails Sent

March 23

Enrollment Contracts Due

TBD

PBS Information Night
Curriculum/Meet the Teachers
Night

Applicant Playgroups

January 21, February 4 & 11

Kindergarten Playgroups
ELC Playgroups