

# CHECKLIST

## FOR TRANSFER APPLICANTS



Please complete the necessary information by our **February 9th** deadline to be considered for admission to DeLaSalle. We will continue to accept applications after this deadline, however we cannot guarantee a place among the 200 available spaces to those applying at a later date. All application materials are accessed through your online account ([https://delasalle.schooladminonline.com/users/sign\\_in](https://delasalle.schooladminonline.com/users/sign_in)).

### STEP 1: The Application Form

- Application for admission
  - Complete the Application for Admission
  - Provide necessary information and have student(s) fill out the questionnaire inquiring about interests, academic accommodations (if applicable), community involvement, and why DeLaSalle.
  - Add optional Applicant Photo

### STEP 2: Letters of Recommendation

- At least two Letters of Recommendation
  - The applicant should provide 2-3 strong letters of recommendation that speak to his/her academic ability and interpersonal/leadership skills.
    - One letter should be from a Math teacher and one letter should be from an English teacher.
    - A third letter can be from a non-core subject teacher.
  - Provide 3 letters of recommendation to be considered for merit-based aid.

### STEP 3: Interview

- Interview with Admissions team
  - The interview will take place during meetings, tours, or other visits.
  - The main goal is to get to know the transfer student, why they want to attend DeLaSalle, reasons for leaving their current school, and other necessary information about the student.

### STEP 4: Release of Records

- Transcripts and other records submitted by your current school.
  - Transcripts from current school beginning with grade 9, and including as much of the current academic year as possible
  - Attendance records
  - Achievement test scores and/or any standardized aptitude exam scores
  - And if applicable
    - Records pertaining to special education services or special learning accommodations;
    - Disciplinary records pertaining to expulsion or suspension from school;
    - Minnesota Basic Standards Tests Scores

### STEP 5: Financial Aid Application (if applicable)

- Fill out a TADS application
  - Create online account through TADS and submit application with supporting documents
  - Please contact [ron.rice@delasalle.com](mailto:ron.rice@delasalle.com) with any tuition related questions

Congratulations! You have submitted your application materials. The Admissions Review Committee will review all materials and reach out with a formal decision. Thank you again for your interest in DeLaSalle High School.

