



## Kindergarten Admissions Procedure

### 1 **CAMPUS TOUR**

Tours are the first step in the application process at Gateway School. Tours are led by current parents or our staff. Attending a tour gives you the chance to observe classes in session while learning more about our program. We recommend that tours be attended by adults only. Attend one of our monthly School Tours, or contact our Director of Enrollment and Marketing, Kristin Lim (kristin.lim@gatewaysc.org), to schedule a private tour.

### 2 **APPLICATION**

Complete the Application for Admission (available on our website [gatewaysc.org](http://gatewaysc.org)) and submit with your \$100.00 Application Fee. An application must be submitted in order for your child to be included in one of the Kindergarten Readiness Assessments.

### 3 **TEACHER RECOMMENDATION**

We require a teacher recommendation. Please give the Student Evaluation Form in this packet to your child's current preschool teacher.

Include a stamped envelope addressed to:

Gateway School Admissions  
255 Swift St.  
Santa Cruz, CA 95060.

### 4 **KINDERGARTEN READINESS ASSESSMENT**

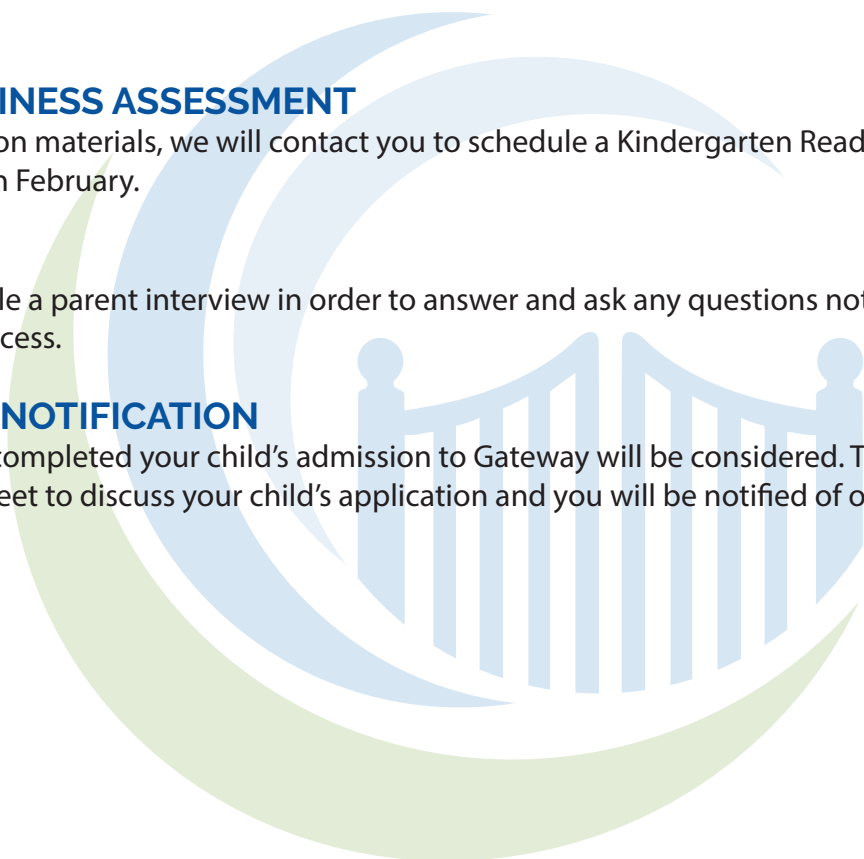
Upon receiving your application materials, we will contact you to schedule a Kindergarten Readiness Visit which are typically held in February.

### 5 **PARENT INTERVIEW**

We will contact you to schedule a parent interview in order to answer and ask any questions not covered in the application process.

### 6 **CONSIDERATION AND NOTIFICATION**

Once all the steps have been completed your child's admission to Gateway will be considered. The Admissions Committee will meet to discuss your child's application and you will be notified of our decision.





## Flexible Tuition: Affording a Gateway School Education

### Flexible Tuition Puts A Great Education Within Reach

At Gateway we continue to strive to make our educational experience accessible to all.

The purpose of our Flexible Tuition model is to help fulfill the Gateway School mission by increasing economic diversity in the school community. We believe that our school's mission, vision, and goals explicitly call for engaging in action that promotes equity and justice; that diversity provides a powerful basis for exploring multiple perspectives throughout our curriculum; and that a full cohort of students adds depth and value to the experience of all students and families in a myriad of ways.

- **Will applying for Flexible Tuition affect my admissions application?**

No. Admissions decisions are independent of a family's financial situation.

- **How do I apply for Flexible Tuition?**

To get started, please contact Director of Enrollment and Marketing Kristin Lim at [kristin.lim@gatewaysc.org](mailto:kristin.lim@gatewaysc.org) for our school's unique 4-digit application code. Gateway uses the Clarity application, which typically takes less than 30 minutes to complete. The application is mobile-friendly so you can complete it from anywhere. You are also able to save your progress and return at any time. At the end of the application, there is a \$60 fee to submit.

- **Will I qualify for Flexible Tuition?**

Flexible Tuition awards are based on documented need and the availability of funds Gateway sets aside for this purpose. It is offered on a first-come, first-served basis with priority given to currently enrolled families. Because every family situation is unique, applications are considered on an individual basis. For your application to be reviewed by the Flexible Tuition committee you must submit a completed Clarity application.

- **What factors does Clarity consider when making a determination?**

Many factors are considered, including family income, assets and liabilities, number of children in tuition-charging schools, standard of living expenses, and each family's unique circumstances.

- **What is the typical award amount?**

There is no typical award amount. Awards are granted based on each family's individual circumstances. Awards range up to 50% of annual tuition.

- **Must I apply for Flexible Tuition annually?**

Yes. Flexible Tuition is awarded on an annual basis. Every family must submit a completed Clarity application (including tax documents) every year so that family finances can be evaluated annually.

- **What if I am divorced/separated/remarried/living with someone?**

The school considers the resources of all households and adults in making tuition determinations. Any adult contributing to the household income and/or expenses must be included on the application. Parents/Guardians with joint custody agreements will each complete their portion of the Clarity application.

- **Will my records be confidential?**

The Flexible Tuition Committee maintains strict confidentiality regarding family records and only those directly involved in the decision and administration of Flexible Tuition have access to the information. Social Security numbers may be redacted on any forms uploaded. In two household situations, each household will only have access to their own data.



Please attach student's photo Here or email



OFFICE USE ONLY
Fee Date Recd
Check Cash
DB EmI CL Spsht
DatAcc DatEnr
Note

APPLICATION FOR ADMISSION

Please include: \$100 non-refundable application fee
Return forms with application fee to the Admissions Office: Gateway School, 255 Swift Street, Santa Cruz, CA 95060

Gateway School is committed to recognizing the rich diversity of our students. If you have any questions about any of the information we are collecting, please don't hesitate to discuss with us.

For Academic Year: Applying for Grade: Date:

Student's Name: First Middle Last (Nickname)

Birth date:

Address: Street City/State Zip

Gender: Female Male Decline to State Something else (please share here)

Child's preferred gender pronoun: She He They Something else (please share here)

Child's sex listed on birth certificate Female Male Intersex/Other (See below if you wish to share details)
You may share this information privately via an attached note or set up a time to discuss this in person. This information will be kept private and confidential and will not affect your child's enrollment.

Ethnic Identity (optional)

- African American Asian American Caucasian Latino/Hispanic Amer.
Middle Eastern American Multiracial American Native American Pacific Island. Amer.

FAMILY INFORMATION

Parent/ Guardian 1
Student's primary residence

Parent/ Guardian 2
Student's primary residence

Full Name

Full Name

Address (if different from Applicant's)

Address (if different from Applicant's)

City State Zip

City State Zip

Profession/Position Place of Employment

Profession/Position Place of Employment

Home Phone Business Phone

Home Phone Business Phone

Cell Phone Email

Cell Phone Email

Parents
Married Divorced/Separated Single Domestic Partners Mother Deceased Father Deceased

In the case of divorced or separated households, correspondence from the school should be sent to:

Name(s)

Language(s) most often spoken at home

## SCHOOLS ATTENDED

Current School	Grades Attended	Current Teacher	
Address	City	State	Zip
Telephone			

## Previous School(s)

Name	City/State	Grades Attended
Name	City/State	Grades Attended

Has the applicant ever been dismissed, suspended, withdrawn or subject to disciplinary action from any school? If yes, please provide details.

## SIBLINGS

Name	Birth date	School	Grade
Name	Birth date	School	Grade
Name	Birth date	School	Grade

## ALUMNI

 List any relatives or friends who have attended Gateway School:

Name	Year Graduated	Relationship to Applicant
Name	Year Graduated	Relationship to Applicant

## GRANDPARENTS

 Please tell us who to inform about "Grandparents Day"

Name	Relationship	Address	Email
Name	Relationship	Address	Email

## ADDITIONAL INFORMATION

 How did you hear about Gateway School?

### How did you hear about Gateway School? (please check all that apply)

Personal Referral: Whom may we thank? \_\_\_\_\_  
General word of mouth \_\_\_ Attended Camp Gateway \_\_\_ Alumni \_\_\_ Print Ad \_\_\_ KAZU-Radio \_\_\_  
Web search: \_\_\_\_\_ Social Media: \_\_\_\_\_  
Saw us at an event: \_\_\_\_\_ Other: \_\_\_\_\_

*Gateway School's admissions and financial aid policies do not discriminate on the basis of race, gender, sexual preference, ethnic origin, disability, martial status, religion, creed or similar factors. This policy applies to all areas of student concerns: admissions, athletics, educational policies, financial aid, and other school administered programs.*

**I have read and understood the above application in its entirety.**

Parent/Guardian Signature	Date
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## PARENT QUESTIONNAIRE

Legal Guardian's Name: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Applying for Grade: \_\_\_\_\_

- I have attended a tour/open house on \_\_\_\_\_ (month/day/year).
- I have not attended a tour/open house. Please contact me to set up an appointment.

This information is considered to be **confidential** by the Director of Enrollment and Marketing. Please feel free to use additional paper if necessary.

1. Why are you interested in having your child attend Gateway School?  
(active learning, small class size, nurturing environment, location, etc.)

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2. Please describe your child and include his/her strengths and challenges.

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3. What are your child's social skills and challenges?

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4. What are your child's favorite and least favorite school subjects?

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5. How did you first hear about Gateway School and who encouraged you to apply?

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6. Does your child learn better with highly structured assignments or does your child do better when assignments are open-ended?

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7. Please describe any special circumstances that have affected your child's performance in school. (For example, particular learning difficulties, illness or physical issues, or frequent changes of homes or schools.) This information helps us to get to know your child better.

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8. We encourage parents to volunteer at Gateway. Please list any special interests or talents that you may have.

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9. Please describe your (and if applicable, your spouse/partner's) educational history and/or commitment to life-long learning.

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Thank you for your interest



# Independent Schools of the San Francisco Bay Area Common Confidential Student Evaluation Form (Kindergarten Applicants)

Child's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Applying to Grade \_\_\_\_\_  
Last                      First                      Middle Month/Day/Year

**To be completed by the parent/guardian:** Complete the above information and read/sign the statement below. Give a signed copy of this form to your child's teacher(s) and request that they send it directly to Gateway School by mail at **255 Swift Street, Santa Cruz, CA 95060** or email to Kristin Lim at **kristin.lim@gatewaysc.org**

*For the child named above, I give my permission to release the information on this form to the school(s) to which I am applying and understand that I will not have access to this confidential information. In addition, I permit my child's current school staff to speak with and/or welcome a visit from any inquiring admission staff member, so that they may learn more about my child for admissions purposes. All communication between schools will remain confidential, and I will not have access to the content of any conversation.*

Name of parent/guardian (please print) \_\_\_\_\_ Date \_\_\_\_\_

Signature of parent/guardian \_\_\_\_\_

**To be completed by the teacher:** It is only necessary to complete this form once. Consult with the child's parent/guardian regarding the school(s) to which the family is applying. Please save this completed form for your records and email or mail a copy directly to each of the indicated schools. We sincerely appreciate your cooperation in evaluating this applicant honestly and assure you that this information will be held in confidence. Please be sure the parent/guardian has signed above.

Name of School \_\_\_\_\_ I am the student's  Current Teacher  Previous Teacher

Child's Enrollment Start Date \_\_\_\_\_ End Date \_\_\_\_\_ How long have you known this child? \_\_\_\_\_

Is English the child's primary language?  Language \_\_\_\_\_ Length of school day \_\_\_\_\_ Number of days per week \_\_\_\_\_  
(If not English)

List **three** words to describe this child: 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

**For each item in the tables below, please check the most developmentally age-appropriate description of this child.**

Pre-Academic Characteristics	Not Evident	Needs Improvement	Emerging	Age Appropriate	Advanced
Fine motor coordination (lacing, puzzles, etc.)					
Uses appropriate pencil grip					
Draws with details					
Completes tasks					
Speech is clear and understandable					
Vocabulary					
Ability to stay on discussion topic					
Tells story events in sequence (memory)					
Asks questions to extend understanding					
Sound-symbol correspondence					
Recognizes letters: upper case					
lower case					
Recognizes numerals					
Recognizes shapes					
Transitions easily					
Listens to directions					
Follows multi-step directions					
Attention span for teacher-led activity					
Ability to work independently					
Ability to focus and contribute in large group					
Ability to focus and contribute in small group					

Hand Dominance:  Right  Left  Not Established

Comments:

Personal Characteristics	Not Evident	Needs Improvement	Emerging	Age Appropriate	Advanced
Self-help skills (clothes, bathroom, lunch, etc.)					
Self motivation					
Demonstrates self-esteem					
Acceptance of limits					
Sense of humor					
Curiosity					
Attention span for self-chosen activity					
Follows classroom procedures					

Usually takes role of:  Leader  Follower  Varies

Comments:



Child's Name \_\_\_\_\_  
 Last First Middle

**For each item in the tables below, please check the most developmentally age-appropriate description of this child:**

**Social & Physical Development**

Not Evident Needs Improvement Emerging Age Appropriate Advanced

Separation from parents/guardians/caregivers					
Interaction with parents/guardians					
Ability to share and work cooperatively					
Ability to wait turn					
Cooperative attitude					
Empathy toward others					
Responds positively to redirection					
Ability to resolve problems verbally					
Ability to resolve conflict without physical engagement					
Accepts responsibility for actions					
Demonstrates self-control					
Integrity/trustworthiness					
Interaction with peers in classroom					
Interaction with teachers					
Participates in physical group activities					
Ability to engage in positive interactions on the playground					
Body and space awareness					
Gross motor coordination: balance, gait, fluidity					

Usually chooses:  Large group  Small group  Alone

Comments:

**Family Information**

Did Not Observe Rarely Sometimes Usually Consistently

Has realistic expectations of child					
Follows through with school recommendations					
Participates in school activities					
Cooperates with classroom teachers					
Cooperates with school administration					
Is punctual with drop-off & pick-up procedures					
Respectful of teachers' time					

Comments:

What are this child's strengths?

What are this child's challenges?

Describe this child's approach to learning (hands on, visual, kinetic, auditory, logical) and/or what kind of classroom environment would be a good match for this child.

**SPECIFIC RECOMMENDATION:**

- Recommended  Recommended with reservations (please explain below)  Prefer not to make a recommendation (please explain below)

Check here if any information pertaining to this child/family would be better communicated by phone. Please feel free to add further narrative on additional page(s) if desired.

Form completed by (print name) \_\_\_\_\_ Position \_\_\_\_\_ Date \_\_\_\_\_

Your signature \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

School name \_\_\_\_\_ Director/Principal's email \_\_\_\_\_

Director/Principal's name \_\_\_\_\_ Director/Principal's phone \_\_\_\_\_



## 2024-2025 TUITION

### What Tuition Covers

Tuition covers all aspects of our academic and specialist program, as well as before school/early drop-off, starting at 8:00am. Tuition also covers all books and classroom materials, field trip transportation (if we don't use parent volunteers), student publications, Discovery Center equipment and devices, science lab, and art studio supplies.

Tuition does not include the cost of optional items such as lunch, tutoring, after-school care, and enrichment classes. There is an additional fee for the 8th grade capstone travel experience in Washington D.C.

### Flexible Tuition

The purpose of our Flexible Tuition model is to increase economic diversity in our school community. We believe that our school mission, vision and goals explicitly call for engaging in action that promotes equity and justice; that diversity provides a powerful basis for exploring multiple perspectives throughout our curriculum; and that a full cohort of students adds depth and value to the experience of all students and families in a myriad of ways.

Families can apply through the Clarity application.

Instructions and an online application are available on the school website.

Tuition determinations are independent from admissions decisions.

### Tuition

**Kindergarten: from \$16,000 to \$25,750\***

**Grades 1-4: from \$16,000 to \$31,895\***

**Grades 5-8: from \$16,000 to \$33,995\***

*\*Depending on eligibility for Flexible Tuition.*

*In the 2023-24 school year families paid on average \$26,000 per student.*

### Payment Plans

There are several tuition payment plans available, some of which may carry a discount.

- Annual Payment Plan:** Full payment by May 31, 2024  
(if student is fully enrolled by the enrollment deadline)
- Semi-Annual Payment Plan:** Two installments, May 31 and November 30, 2024  
(if student is fully enrolled by the enrollment deadline)
- Monthly Payment Plan:** Monthly in ten installments, June 2024 through March 2025

### Additional Fees

- Student Billing Account:** \$50 per family, mandatory fee charged by Blackbaud Tuition Management program
- Tuition Insurance:** \$475 per student, mandatory for Semi-Annual and Monthly Plans charged by insurance carrier

*Tuition for the 2025-26 school year will be set by the Board of Trustees at the end of January 2025.*

*If you have any questions please contact Kristin Lim, Director of Enrollment and Marketing at 423-0341, ext. 302.*