



## Admissions Checklist for St. Paul's

### Admissions Checklist for Application to Grades 1-8

(See Ravenna for details)

- **Attend an event to learn about our program**
- **Application** (early due date: December 1; regular due date: January 21)
- **Teacher Recommendation(s)** (due January 31)
- **Report Cards and Transcripts** (due January 31)
- **Assessments** (see Ravenna for dates)
- Optional: **Flexible Tuition application** (due with application, no later than January 21)

### More Information About Each Step

- **ATTEND AN EVENT TO LEARN MORE ABOUT OUR PROGRAM**  
(You are required to attend at least one of these events)

#### In-Person Tours

We are offering weekly on-campus tours. These tours are your opportunity to see the school in action, hear about our philosophy and curriculum, and talk with administrators and current parents about the school. Visit our Ravenna portal to reserve a space.

#### Virtual Information Sessions

We are also offering Zoom Information Sessions to learn more about our philosophy and program. These one-hour sessions include photos and videos of the campus, information about our curriculum, and a chance to talk with a small group of administrators. Visit our Ravenna portal to reserve a space.

#### Open House

These events are a chance to hear directly from the teachers about their curriculum and to talk with current St. Paul's parents about why they chose the school. Please note that all attendees will be required to wear masks when indoors.

| Date and Time                                       | Description  |
|---|--|
| <p><b>October 26, 2024</b><br/>10:00-11:30 a.m.</p> | <p><b>Kindergarten, First, and Second Grade Families In-Person Open</b><br/>This event is specifically for families with prospective kindergarteners, first, and second graders. You and your family are invited to join us for a fun, unstructured morning with opportunities for children to play and do activities and for parents to learn more about our lower school program from our teachers, administrators, and parents.</p> |
| <p><b>January 11, 2025</b><br/>9:30-12:00 p.m.</p>  | <p><b>Lower School (K-5) In-Person Open House</b><br/>This Saturday event is for families looking at grades K-5. It's a chance to hear directly from the teachers about their curriculum, meet administrators, and talk with current St. Paul's parents about why they chose the school. This is an adults-only event though childcare is available by registration.</p>   |

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| <p><b>November 2, 2024</b><br/>9:30-12:00 p.m.</p> <p><b>January 11, 2025</b><br/>2:00-4:30 p.m.</p> | <p><b>Middle School (grades 6-8) In-Person Open House</b></p> <p>This in-person weekend event is open to families looking at middle school. This open house is an opportunity to meet with our teachers in person, chat with administrators, and engage in short activities that are led by our teachers. <b>This event is geared towards prospective middle schoolers so be sure to bring them!</b></p> |
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- **APPLICATION**

Complete and submit the Application for Admission. **Early Application** (\$70 application fee) deadline is **December 1, 2024**. **Regular Application** (\$95 application fee) deadline is **January 21, 2025**.

- **TEACHER RECOMMENDATION(S)**

Give/delegate the Recommendation Forms to your child's teachers. One recommendation is required for K-8 (and a second is optional). The recommendation(s) is due by **January 31, 2025**.

- **REPORT CARDS AND TRANSCRIPTS**

The Record Release Form must be signed and given to your **child's current school**. Their school will release your child's report cards and transcripts from the past two years ('22-'23, '23-'24) and fall of '24. These are due by **January 31, 2025**.

\* First grade applicants: will have **kindergarten report card** (1<sup>st</sup> semester) only.

\* Second grade applicants: will have **kindergarten and first semester** of first grade only.

\* Third-Eighth grade applicants: will have past two years (**'22-'23, '23-'24**) and **fall of '24** report cards and transcripts.

- **SIGN-UP FOR AN ASSESSMENT**

Once you have submitted your child's application, you will need to sign-up for an assessment via Ravenna.

### Admission Decision Timeline

- **NOTIFICATION OF ADMISSION DECISION** – **Thursday, March 20, 2025**.
- **ENROLLMENT CONTRACTS DUE** – 10% registration deposit by **Thursday, March 27, 2025**.

### Flexible Tuition Application (for families choosing to apply)

St. Paul's is committed to having an economically diverse student body. To support this goal, we have a sliding tuition scale. For more information and directions about how to participate in the flexible tuition program, please go to <https://www.spes.org/admissions/flexible-tuition>.

St. Paul's uses **Clarity** to compute tuition for families. Parents complete a Family Application online.  
**Due by January 21, 2025**

*Tips for submitting online can be found at:*  
<https://resources.finalseite.net/images/v1694037554/spesorg/btaxprgjoknbyydlun/24-25ClarityFamilyApplicationGuide.pdf>