



ADMISSIONS PROCESS

Thank you for submitting your application to The Davis Academy. This document acknowledges receipt of your application and provides important information regarding the next steps of the admissions process.

Supplemental Admissions Forms:

Please complete and sign the Authorization for Release of Educational Records Form and the consent statement at the top of the Confidential Teacher Recommendation Form. Your child's current school must complete the Teacher Recommendation Form and email or mail it back directly to us. It cannot be hand-carried by the parent or student. In order to get a valid recommendation on your child, please do not submit the recommendation form to your child's teacher prior to December 1.

Admissions Screenings:

Candidates for admission into Mechina: Kindergarten Prep and Kindergarten will be asked to participate in a screening to determine their readiness for our school program. They will also be required to take part in a group activity session with teachers. The Admissions Office will schedule appointments for these assessments.

The screenings and/or educational evaluations completed on applicants are for admission purposes only and cannot be interpreted independently of the teacher recommendations and school records. Therefore, this information will not be reviewed with applicants or their families, or shared with anyone other than members of the Admissions Committee.

Disabled candidates should identify themselves early in the application process so that accommodations can be arranged, if feasible, in admission testing procedures. Auxiliary aids and services will be made available on request.

Please note: Candidates for admission into Mechina: Kindergarten Prep must turn 4 years of age by the first day of school. Candidates for admissions into Kindergarten must be 5 years of age by September 1 in order to be considered for enrollment. Students with a summer birthday who apply for Kindergarten may be recommended to enroll in our Mechina: Kindergarten Prep class that prepares students for entry into Kindergarten the following year.

Notification dates for admissions decisions are set each year by the Atlanta Area Association of Independent Schools (AAIS). Please refer to The Davis Academy Application Deadlines and Checklist online for exact dates. In order to have your child's application reviewed in time for our admissions decisions, all applications and supporting materials (including a copy of your child's birth certificate) must be in our office **by February 15**.

Tuition Information

Full tuition details can be found on our website www.davisacademy.org/admissions/tuition. Supply fee and dining program are included in the tuition total. Supply fee includes books and other consumable text materials, school supplies, cultural activities, local field trips, and student accident insurance. Fees for overnight field trips are not included in the supply fee.

There are three payment plans available, a One Payment Plan, Two Payment Plan, and Nine Payment Plan. A payment option must be chosen at the time an enrollment contract is signed. The deposit fee of \$1,800 is due when the enrollment contract is accepted.

Tuition Assistance

Tuition assistance may be available for families with special financial needs. CLARITY: Grant & Aid Assessment, an impartial service located in Wilmington, Delaware, assesses each family's demonstrated need, considering several factors, including how many children are enrolled at the school. Once CLARITY makes its determination, The Davis Academy makes every effort to meet the demonstrated need. Please apply to CLARITY online at <https://app.clarityapp.com/sign-in>. All your supporting documents must be uploaded to CLARITY no later than **February 15**. Also, families should provide CLARITY with a letter stating the reasons and circumstances of your request along with copies of all W-2 and 1099 forms, form 1040 and supporting schedules for the current tax year.

The Davis Fund Annual Giving Campaign

Tuition at The Davis Academy is kept below the full cost of education to make a day school education a reality for as many students as possible. Each year, parents are asked to make a meaningful, tax-deductible contribution to the school's Davis Fund. It is expected that 100% of our families will participate at a suggested minimum gift of \$500 or more. Those giving \$2,500 or more are recognized as part of the school's Geshar Society. Gifts to The Davis Fund are unrestricted and enhance the school's annual operating budget. Every student and member of our faculty and staff benefit from our annual fundraising campaign. Your charitable contribution supports professional development for our teachers, maintenance of our campus, expansion of enrichment programs, the arts, athletic programs and annual recurring expenses.

The Alfred and Adele Davis Academy
Confidential Teacher Recommendation Form for Mechina/Kindergarten

To Parent(s) of Applicant:

Please print or type this section and deliver this form to your child's teacher. The evaluator should mail these forms directly to The Davis Academy Admission Office. By submitting this evaluation form and in consideration of having this evaluation and your application considered by The Davis Academy, you hereby release its employees and representatives, the evaluator and the evaluator's employer from any and all claims and liability that may arise from the providing, obtaining, or using the form and the substance of the information provided by the evaluator. *All information provided on the attached evaluation form will be held in strictest confidence and will not be shared with students, parents, or guardians. This evaluation will remain confidential and not become part of the student's permanent academic record.*

Name of Applicant: _____ Date of Birth: _____

Parent's Signature: _____ Date: _____

To Teacher: This child is applying for admission to The Davis Academy. We would appreciate your observations about the areas listed below. Your candid estimate of the applicant will be of invaluable assistance to our Admissions Committee and will remain confidential. Please complete after **December 1st** but no later than **February 1st**. Please check your assessment of the applicant in each category, compared to typical students of the same age. Feel free to add additional comments on the back.

The categories are: S = Strength / DA = Developmentally Appropriate / ND = Needs Development / C = Concern

Social/Emotional Development	S	DA	ND	C
Interactions with adults				
Interactions/play with peers				
Responds appropriately during group instruction				
Accepts responsibility for actions				
Shows self-confidence				
Exhibits self-control				
Displays leadership qualities				
Respects rights/property of peers				
Respects authority				
Ability to transition				
Ability to regulate emotions and express feelings appropriately				
Demonstrates problem solving/coping skills				

Work Habits	S	DA	ND	C
Listens carefully				
Ability to sustain attention				
Follows directions				
Works independently; shows initiative and self-motivation				
Completes tasks on time				
Uses time and materials effectively				
Ability to work cooperatively in a group				
Ability to organize materials and work area				

Physical Development	S	DA	ND	C
Gross motor: (balance, movement through space, etc)				
Fine Motor : hand-eye coordination, stacks blocks, cuts, copies some letters and shapes				
Maintains appropriate personal space / body & space awareness				

Do you have any specific concerns within the following areas? If yes, please explain and discuss how this has been addressed. Feel free to attach further explanations.

AREA	YES	NO	EXPLANATION
Language / Speech	YES	NO	
Physical	YES	NO	
Emotional	YES	NO	
Social	YES	NO	
Behavioral	YES	NO	
Academic	YES	NO	

Language Development and Communication Skills	S	DA	ND	C
Expresses needs and requests verbally and appropriately				
Speaks in complete sentences				
Makes appropriate eye contact				
Uses appropriate vocabulary				
Contributes to group discussions				
Sequences events				

In the following section please mark a check next to the appropriate responses:

1. Has the candidate been given an educational evaluation by a diagnostician or psychologist? YES____ NO____

If yes, when?_____For what purpose?_____

2. Has the child been exposed to any language(s) other than his/her native language? YES____ NO____

If yes, please indicate which language and describe in what situation it is or was used:_____

3. Compared to same age peers, how would you rate this candidate?

Outstanding____Above Average____Average____Fair____Weak____

Parental Support/Involvement	Always	Often	Sometimes	Never
Parent(s) contribute to school and classroom				
Parent(s) support classroom systems and expectations (i.e., arriving on time, follow through with school requests, pick up on time)				
Parent(s) respectful of teacher(s) and school				
Parent(s) set limits with child				
Child responds to limits of parent(s)				
Parent(s) responsive to teacher feedback				
Parent(s) seem to have a realistic view of the child's capabilities				

PLEASE COMMENT:

Areas in which the student excels:_____

Areas in which the student has the greatest needs:_____

What strategies have you used to support the child's needs? _____

Please write any additional comments about this student that would be helpful to us, as well as the student:_____

Thank you for your time and effort in evaluating this student and assisting both the candidate and The Davis Academy. Please be assured that your information will remain confidential. After completion of this form, please submit to the Director of Admissions in one of the following ways:

Email: admissions@davisacademy.org (Preferred Method)

Fax: 770-671-8838

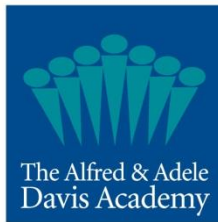
Mail: Director of Admissions, The Davis Academy, 8105 Roberts Drive, Atlanta, GA 30350

Teacher's Name:_____Phone Number:_____Email:_____

In what capacity have you known the applicant?_____Length of acquaintance:_____

School Address:_____

Teacher's Signature:_____Date:_____



AUTHORIZATION FOR INFORMATION & RELEASE OF EDUCATIONAL RECORDS

***Parents/Legal Guardians:* Please complete this form and forward it to your child's current school. The school must send the records directly to The Davis Academy.**

I give permission for

Current School

Address

City/ State/ Zip/County

Phone Number

to release complete school records, including report cards, progress reports, standardized/other test results, and discipline records regarding my child,

Student's Name

to The Davis Academy.

I also authorize current school to send all final report cards/progress reports and test scores at the end of the year to The Davis Academy immediately upon availability.

Please forward the records at your earliest convenience to

Email: admissions@davisacademy.org

Fax: 770-671-8838

Mail: Director of Admissions, The Davis Academy, 8105 Roberts Drive, Atlanta, GA 30350

Parent Signature

Date