Foote School

HOW TO APPLY LOWER SCHOOL

2025-2026 Admissions Timeline

OCTOBER–JANUARY
Create your Portal account

Register for tours and Open House (Nov. 8)

Application forms open Sept. 27

Submit all supporting application materials.

Schedule your appointments in your portal checklist.

FEBRUARY 1, 2026
Completed applications due

Financial Assistance applications due (if applicable).

FEBRUARY 20
Middle School (Grades 6-9) notifications are sent to families

MARCH 6
Lower School (Grades K-5) notifications sent to families

APRIL 10
Enrollment contracts due

CREATING YOUR PORTAL ACCOUNT

1. Set up your Veracross account through the Admissions Portal (footeschool.org/apply)
2. Once your account has been created, you may begin the application process and register for events like our **on-campus tours, Teacher Connection Zoom chats, Open House (Nov. 8)** and more!
3. The Financial Assistance application can be found on the portal. **Applications for financial assistance are due Feb. 1**. *For more information about this process, please visit our Tuition & Financial Assistance page on the website.*

EVENT REGISTRY & APPLICATION BASICS

1. To sign up for an event, click on the "View Checklist" button.
2. On the next screen, select the event you would like to register for.
3. To begin your application, click the "Add a New Application" button. (Note: there is a $40 application fee.)
4. The portal will guide you through the steps of the application process, including instructions on what documents are needed and how to collect and submit them.

ONCE THE APPLICATION HAS BEEN COMPLETED

1. A member of our Admissions team will be in touch to schedule your parent interview.
2. You will be asked to register your child for an assessment.
3. Students entering grades 2–5 are invited to sign up for a **Shadow Day**, a chance to accompany a current Foote student and get a real feel for the day-to-day student experience.

You can find more detailed information about the process at footeschool.org/admissions. If you have any questions, we are here to help you with any questions you have at any time.