GATEWAY SCHOOL

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) and submit with your $100.00 Application Fee. Your child's assessment will be scheduled once an application is submitted.

3 TEACHER RECOMMENDATIONS

We require two teacher recommendations. Please give one Student Evaluation Form to:

1) Your child's current teacher
2) Another teacher or administrator who knows your child well

Include a stamped envelope addressed to:
Gateway School Admissions
255 Swift St.
Santa Cruz CA 95060

4 SCHOOL RECORDS

Sign the Records Release Form and give it to your child's current school. We require school report cards/progress reports from the past 2 years, including standardized tests if available. If application deadlines are approaching, feel free to bring us copies of your originals. Please include any other assessments your child may have had to add to your child's application file.

5 STUDENT VISIT

Upon receiving your application materials, we will contact you to schedule a time for your child to come to Gateway for a "shadow day" where they will have the opportunity to come spend an ordinary school day with us.

6 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.

7 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.

GATEWAY SCHOOL

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 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 $65 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

Gateway School
ESTABLISHED 1970

OFFICE USE ONLY
Fee_____ Date Recd_____
Check_____ Cash_____
DB__Eml__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/Hisp. Amer.
☐Middle Eastern American ☐Multiracial American ☐Native American ☐Pacific Island. Amer.

FAMILY INFORMATION

Parent/ Guardian 1
☐Student's primary residence

_____
Full Name

_____
Address (if different from Applicant's)

_____
City State Zip

_____/_____
Profession/Position Place of Employment

_____/_____
Home Phone Business Phone

_____/_____
Cell Phone Email

Parent/ Guardian 2
☐Student's primary residence

_____
Full Name

_____
Address (if different from Applicant's)

_____
City State Zip

_____/_____
Profession/Position Place of Employment

_____/_____
Home Phone Business Phone

_____/_____
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**

Independent Schools of the San Francisco Bay Area
Common Confidential Student Evaluation Form (1st – 8th Grade 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 _____ Child's Enrollment Start Date _____ End Date _____

I am the student's ○ Current Teacher ○ Previous Teacher ○ Math Teacher ○ English Teacher ○ Homeroom Teacher ○ Other

Is English the child's primary language? _____ Language _____ How long have you known this child? _____
(If not English)

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

What inspires this child? What discourages this child?

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

Academic Performance	**Not Evident**	**Needs Improvement**	**Emerging**	**Age Appropriate**	**Advanced**
Academic ability	○	○	○	○	○
Academic performance	○	○	○	○	○
Ability to work in a group	○	○	○	○	○
Ability to work independently	○	○	○	○	○
Intellectual curiosity	○	○	○	○	○
Motivation/Effort	○	○	○	○	○
Participation in discussions	○	○	○	○	○
Ability to express ideas orally	○	○	○	○	○
Ability to express ideas in writing	○	○	○	○	○
Follows directions	○	○	○	○	○
Demonstrates self-control in classroom	○	○	○	○	○
Executive functioning skills	○	○	○	○	○
Attention span	○	○	○	○	○
Persistence	○	○	○	○	○
Use of class time	○	○	○	○	○
Seeks help when needed	○	○	○	○	○

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:

Personal Characteristics	**Not Evident**	**Needs Improvement**	**Emerging**	**Age Appropriate**	**Advanced**
Imagination	○	○	○	○	○
Leadership potential	○	○	○	○	○
Classroom conduct	○	○	○	○	○
Self-confidence	○	○	○	○	○
Respect for teachers	○	○	○	○	○
Reaction to criticism	○	○	○	○	○
Integrity/Trustworthiness	○	○	○	○	○
Relationship with peers	○	○	○	○	○
Accepts responsibility for actions	○	○	○	○	○
Uses language to problem solve	○	○	○	○	○
Consideration of others	○	○	○	○	○
Maturity	○	○	○	○	○
Sense of humor	○	○	○	○	○
Seeks advice/help when needed	○	○	○	○	○
Demonstrates self control on playground	○	○	○	○	○
Conduct in specialist classes	○	○	○	○	○
Transitions easily	○	○	○	○	○

Comments:

Family Information	**Did Not Observe**	**Rarely**	**Sometimes**	**Usually**	**Consistently**
Has realistic expectations for their child	○	○	○	○	○
Communicates openly with the school	○	○	○	○	○
Follows the rules and policies of the school	○	○	○	○	○
Cooperates with classroom teachers	○	○	○	○	○
Follows through with school recommendations	○	○	○	○	○
Cooperates with school administration	○	○	○	○	○
Participates in school activities	○	○	○	○	○
Is punctual with drop-off and 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 _____

Gateway School
ESTABLISHED 1970

Independent Schools of the San Francisco Bay Area
Common Confidential Student Evaluation Form (1st – 8th Grade 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**

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Name of parent/guardian (please print) _____ Date _____

Signature of parent/guardian _____

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Ability to work independently	○	○	○	○	○
Intellectual curiosity	○	○	○	○	○
Motivation/Effort	○	○	○	○	○
Participation in discussions	○	○	○	○	○
Ability to express ideas orally	○	○	○	○	○
Ability to express ideas in writing	○	○	○	○	○
Follows directions	○	○	○	○	○
Demonstrates self-control in classroom	○	○	○	○	○
Executive functioning skills	○	○	○	○	○
Attention span	○	○	○	○	○
Persistence	○	○	○	○	○
Use of class time	○	○	○	○	○
Seeks help when needed	○	○	○	○	○

Comments:

Child's Name _____
Last First Middle

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Classroom conduct	○	○	○	○	○
Self-confidence	○	○	○	○	○
Respect for teachers	○	○	○	○	○
Reaction to criticism	○	○	○	○	○
Integrity/Trustworthiness	○	○	○	○	○
Relationship with peers	○	○	○	○	○
Accepts responsibility for actions	○	○	○	○	○
Uses language to problem solve	○	○	○	○	○
Consideration of others	○	○	○	○	○
Maturity	○	○	○	○	○
Sense of humor	○	○	○	○	○
Seeks advice/help when needed	○	○	○	○	○
Demonstrates self control on playground	○	○	○	○	○
Conduct in specialist classes	○	○	○	○	○
Transitions easily	○	○	○	○	○

Comments:

Family Information	**Did Not Observe**	**Rarely**	**Sometimes**	**Usually**	**Consistently**
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Communicates openly with the school	○	○	○	○	○
Follows the rules and policies of the school	○	○	○	○	○
Cooperates with classroom teachers	○	○	○	○	○
Follows through with school recommendations	○	○	○	○	○
Cooperates with school administration	○	○	○	○	○
Participates in school activities	○	○	○	○	○
Is punctual with drop-off and 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 _____

Gateway School
ESTABLISHED 1970

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.)

_____

_____

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

_____

_____

_____

_____

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

_____

_____

_____

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

_____

_____

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

_____

_____

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

_____

_____

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.

_____

_____

_____

_____

_____

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

_____

_____

_____

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

_____

_____

_____

Thank you for your interest

Gateway School
ESTABLISHED 1970

RECORDS RELEASE

TO: PARENTS

Please complete and sign the **top section** of this form and give it to the registrar/records office at your child's **current school**. Thank you!

Date _____

Name of Student _____

Current Grade _____

Parent Signature _____

TO: REGISTRAR

The above named student is ***applying* for admission** to Gateway School. Please release **copies** of report cards and standardized testing results from the **past two years** to:

Gateway School Admissions
255 Swift Street
Santa Cruz, CA 95060
(831) 423-0341 Main office

Thank You!
Gateway School Admissions Office

Gateway School
ESTABLISHED 1970

2026-2027 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 may be additional fees for the 8th grade capstone travel experience.

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 - 4th Grade: $17,625 - $35,250*

5th - 8th Grades: $18,748 - $37,495*

**Depending on eligibility for Flexible Tuition*

Payment Plans

There are several tuition payment plans available.

Tuition for the 2027-28 school year will be set by the Board of Trustees at the end of January 2027.

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