

# *General Enrollment Information*

## *Calendar Information*

February 2, 2009 Registration for 2009-10 School Year Begins

August 31, 2009 First Day of the 2009-10 School Year

## *Enrollment Process*

1. Review this packet of information carefully.
2. Fill out the enclosed Prospective Student Information Form and return it to the ECS office. We will contact you to arrange an Enrollment Interview with the administrator. Both parent(s) and prospective student(s) must be present for this interview. ECS releases student application forms upon the completion of a satisfactory interview.
3. Submit the completed application form to the ECS office with ...
  - a. the non-refundable registration fee
  - b. an original birth certificate for ECS staff to photocopy
  - c. a request for student records from previous school (if applicable)
  - d. current medical records (for students in K4 or K5)
4. Schedule an entrance exam for your child through the school secretary.
  - a. Students entering grades 1-3: informal testing – about 20 minutes
  - b. Students entering grades 4-12: Stanford 10 testing – about 3 hours
5. ECS will notify you of acceptance upon the evaluation of entry testing and the review of previous school records (if applicable).