

**K-8 APPLICATION PROCEDURE  
2019-2020 SCHOOL YEAR**

**KEY DATES AND INFORMATION**

	<b>First-time Application</b>	<b>Reactivated Application</b>
EARLY Application Due	December 17, 2018	December 17, 2018
STANDARD Application Due	January 11, 2019	January 11, 2019
Application Fee	\$100	\$50
Current School's Forms/Records Due	February 4, 2019	February 4, 2019
<b>K – 1st Grade Applicant Saturday Playdates</b> By appointment only	Saturdays, January 12, 19 & 26, 2019 and February 2 & 23, 2019 9:00–11:00 a.m. or 1:00–3:00 p.m.	
<b>2nd through 7th Grade Applicant Visit</b> By appointment only	Saturday, February 9, 2019, 9:00 a.m.–12:00 p.m.	
<b>Indexed Tuition/SSS Workshop</b>	January 9, 2019, 6:30 p.m., Sequoyah's Infinity Room, K-8 Campus	
<b>Indexed Tuition/SSS Application Due</b>	February 11, 2019	
<b>Admissions Notifications Sent</b>	March 8, 2019	

**FORMS – PARENT/GUARDIAN**

**APPLICATION FOR ADMISSION**

- **Apply online** at our admissions portal at [ravenna-hub.com](http://ravenna-hub.com). Start by creating a student profile; then complete all forms and submit with the application fee.
- The application is to be completed by parent/guardian. Submit application as early as possible, but no later than the due date. Applications open in the fall.
- **7th Grade Applicants** – Complete the Personal Statement located at the end of the application.
- **Admissions Questions or Assistance** – Please contact K-8 Admissions Associate Kay Yamamoto at 626-795-4351 x219 or [k-8admissions@sequoyahschool.org](mailto:k-8admissions@sequoyahschool.org).
- **Indexed Tuition Questions or Assistance** – Please contact Chief Financial Officer James Cooper at 626-795-4351 x217 or [jcooper@sequoyahschool.org](mailto:jcooper@sequoyahschool.org).

**FORMS – FOR CHILD'S CURRENT SCHOOL**

Your child's current school must send all forms and records to Sequoyah by the due date (see above) for admissions consideration. They can be sent via mail or emailed to [k-8admissions@sequoyahschool.org](mailto:k-8admissions@sequoyahschool.org), and should be marked CONFIDENTIAL

**TEACHER RECOMMENDATION FORM**

- **For Kindergarten Applicants** – Use the Common Teacher Recommendation Form in the Admissions Packet or download at [k8.sequoyahschool.org/admissions](http://k8.sequoyahschool.org/admissions). (Not available on our online admissions portal.)
- **For Grade 1-7 Applicants** – Access the Standard Teacher Recommendation Form on our admissions portal at [ravenna-hub.com](http://ravenna-hub.com), or download at [k8.sequoyahschool.org/admissions](http://k8.sequoyahschool.org/admissions).
- Complete the top section of the form and submit to your child's current school.

**REQUEST FOR STUDENT RECORDS FORM**

Complete the Request for Student Records Form on your admissions account at [ravenna-hub.com](http://ravenna-hub.com) and submit it to your child's current school.

Continued on reverse.

## **PLAYDATES AND VISITS**

### **PARENT/GUARDIAN INTERVIEWS**

- We will contact you to schedule an interview.
- Kindergarten and 1st-grade applicants whose applications are received by the early due date of December 17, 2018, will be guaranteed a parent/guardian interview with Director of Admissions Carolyn Stirling.
- For applications received after December 17, 2018, interviews will be scheduled only if time allows. Parents/Guardians of 2nd- through 7th-grade applicants are not interviewed.

### **K-1 SATURDAY PLAYDATES & 2nd – 7th GRADE APPLICANT VISITS**

- We will contact you to schedule a visit for your child.
- Visit priority is given to early applicants. (See dates above.)

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Sequoyah School does not discriminate on the basis of race, color, national or ethnic origin, gender, sexual orientation, or family structure in the administration of its admissions.