



# Shrewsbury Montessori School

*Growing Bright Minds from Age Three through Grade Six*

## Elementary School Admissions Checklist

1. **Attend a Parent Tour**

Parent Tours are scheduled by appointment with the Director of Admissions. The Parent Tour provides an opportunity for parents to gain an understanding of the Montessori Method and the philosophy of Shrewsbury Montessori School, take an observational tour of the school, observe classrooms in the Morning Work Period and participate in a Question and Answer session with the Director of Admissions.

2. **Application**

A child is considered for admission and placed on the Admissions List upon receipt of the completed application and the non-refundable \$40.00 application fee.

3. **Transcripts and Evaluations**

Elementary School applicants who are transferring from another school seeking admission into the Shrewsbury Montessori School Elementary program must request an official copy of the child's complete transcript from all previous schools including written evaluations or progress reports, standardized test scores and any additional, pertinent school records.

4. **AISNE Evaluation**

Elementary School applicants are responsible for submitting the Association of Independent Schools of New England Student Evaluation form to the child's current teacher and requesting return to Shrewsbury Montessori School.

5. **Classroom Visit**

Once transcripts and evaluations have been submitted, the Classroom Visit is scheduled for the prospective student. Lower Elementary applicants (Grades 1, 2, and 3) spend time in a Lower Elementary classroom from 8:45-11:30am. Upper Elementary applicants (Grades 4, 5 and 6) spend time in the Upper Elementary classroom from 8:30am-12:30pm.

6. **Parent Interview**

The Parent Interview with the Director of Admissions is typically scheduled on the same day as the Classroom Visit. This 30-minute meeting is an opportunity for the parent to share important aspects of the student with the Director of Admissions as well as learn more about the Shrewsbury Montessori School Elementary program.

7. **Admission to Shrewsbury Montessori School**

Current students are offered the opportunity to continue their education at the School for the succeeding year. Siblings of current students who have submitted the application are offered the opportunity to enroll. Accordingly, admission of new students into the School is subject to the availability of space, as well as a determination by the School that it can meet the needs of the child. Shrewsbury Montessori School reserves the right to determine placement based on the needs of the classes with regard to balance of age and gender.

8. **Notification of Decision**

Applicants who have applied on behalf of their child for admission as a new student into the Shrewsbury Montessori School are notified of the applicant status beginning February preceding the school year for which admission is sought. Admission notification continues throughout the spring. Applicants are notified that their child has been granted admission via an Enrollment Agreement. Applicants must return the Enrollment Agreement, and deposit, within two weeks or as noted on the Enrollment Agreement, to secure placement for the upcoming school year.

9. **Enrollment Agreement**

Applicants must return the Enrollment Agreement, and \$500 deposit, within two weeks or as noted on the Enrollment Agreement, to secure placement for the upcoming school year.

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### Shrewsbury Montessori School

*Main Campus & Head of School Office*

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### Auburn Campus

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### Worcester Campus

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