

TUSCALOOSA ACADEMY

ADMISSION OVERVIEW • STEPS TO COMPLETE

The admission procedure has been established for the purpose of enabling prospective candidates and their families, as well as the school, to learn about each other. Candidate families attempt to learn if Tuscaloosa Academy offers a suitable educational experience, while the school attempts to find evidence reflecting good character, the ability to learn, plus academic achievement and potential, and interest in participating in and supporting school activities. The admission process allows candidate families an opportunity to gain an understanding of the type of educational experience offered at T.A.; it also allows the school a chance to get to know more about the candidate and his/her family.

EVALUATIVE CRITERIA FOR ADMISSION

All candidates for enrollment to Tuscaloosa Academy complete the admission process specified below which provides the school with specific evaluative criteria necessary for the Admission Committee to make an admission recommendation.

STEPS TO COMPLETE TO APPLY FOR ADMISSION

1. Complete and return Application for Admission Form with application fee of \$75 (per application).
2. Forward Student Recommendation Form to current teacher, headmaster or counselor to complete.
3. Establish visitation day for student, during which step four can be completed.
4. Establish evaluative assessment testing date.
5. Forward Request for Transcripts Form to current school.
6. Complete and return Student Questionnaire Form.

*AFTER ACCEPTANCE

1. Blue immunization form
2. Accelerated Reader's record (if available)
3. Copy of birth certificate

After the admission file is completed and the student and parents have visited the school, the Admission Committee will review the information provided and make a recommendation regarding the candidate's enrollment and placement.

Admission decisions will be mailed following the recommendation of the Admission Committee. Candidates invited to enroll will complete the enrollment process by submitting to the school a signed enrollment contract and the non-refundable tuition deposit of \$500.00. Enrollment procedures and supporting documents will be mailed with the enrollment invitation.

Tuscaloosa Academy is a college preparatory school that welcomes applications for admission from all persons and does not discriminate on the basis of sex, race, religion, color, national or ethnic origin.

ADMISSION DATES

Throughout the year, your family is invited to visit and observe the Academy. Additionally, parents considering pre-school are invited to bring their child for an hour visit in the pre-school classes. Children considering grades one-12 are invited to be our guest for a half-day of classes with an enrolled student acting as a host. These visits are designed to allow prospective students the opportunity to gain hands-on knowledge of what our days include, while parents have the opportunity to tour the facilities and meet with members of the administrative team and faculty. Visitations may be scheduled by contacting the Office of Admission. A school-wide "Open House" will be held each year.

MAILING ADDRESS

Tuscaloosa Academy Office of Admission • 420 Rice Valley Road, North • Tuscaloosa, AL 35406
p. 205.758.4462 • f. 205.758.4418 • e-mail: ahuffaker@tuscaloosaacademy.org

TUSCALOOSA ACADEMY

APPLICATION FOR ADMISSION

STUDENT

Name _____
first middle last preferred name

Current Grade _____ Application for Grade _____ Date of Entrance _____

Address: _____
street address

_____ city state/country zip home telephone

PERSONAL DATA

Date of Birth _____ Male/Female Where Born _____ Citizenship _____

Social Security Number of Student (required for athletic participation) _____

Applicants special talents or interests _____

FAMILY DATA

Person student is living with _____

Have you previously applied for the admission of this student? yes/no To enter what grade? _____

Did this student previously attend Tuscaloosa Academy? yes/no If so, when or what grades? _____

Have any family members attended Tuscaloosa Academy? yes/no Names, Relation, When attended? _____

PARENT INFORMATION

Father

_____ title (Dr./Mr.) first middle last

_____ occupation title place of employment

_____ work phone cell phone e-mail address

_____ address if differs from student

Mother

_____ title (Dr./Mrs./Ms.) first middle last

_____ occupation title place of employment

_____ work phone cell phone e-mail address

_____ address if differs from student

GUARDIAN INFORMATION

Person Student
is living with
(if not parent)

title (Dr./Mr./Mrs./Ms.)	first	middle	last
work phone	cell phone	e-mail address	

Address:

street address			
city	state	zip	home telephone number

Please place an asterisk () next to the addresses to be used for correspondence about this application.*

GUIDANCE DATA

List each school attended for the past three years.

School _____	School _____
Address _____	Address _____
City State Zip _____	City State Zip _____
Dates of Attendance _____	Dates of Attendance _____
Grades Finished/In-Progress _____	Grades Finished/In-Progress _____

Has applicant skipped a grade? Yes/No Which grade? _____

Has applicant repeated a grade? Yes /No Which grade? _____

What language is spoken at home primarily? _____

If student/family is multi-lingual, what languages are spoken? _____

Has applicant been: Referred for psycho-educational testing? Yes/No

Completed testing? Yes/No

Had a resource person for reading math, or other learning difficulty? Yes/No

Has applicant ever been: Suspended from school? Yes/No When? _____

Expelled from school? Yes/No When? _____

If yes to any of the above, please explain below. We welcome a copy of any written reports.

AGREEMENT

I hereby make application to Tuscaloosa Academy for _____ as a student for the school year 20 ____ /20 ____ in grade _____ (PS3-12). I understand that a \$75.00 non-refundable application fee must accompany this application to initiate the admission process.

DATE _____ SIGNATURE OF PARENT/GUARDIAN _____

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TUSCALOOSA ACADEMY

STUDENT RECOMMENDATION MIDDLE AND UPPER SCHOOL

APPLICANT

Please fill in the information below and give this form and a stamped envelope addressed to Director of Admissions, Tuscaloosa Academy • 420 Rice Valley Road • Tuscaloosa, AL 35406 to the principal or language arts teacher at your current school . Ask that it be completed and returned to Tuscaloosa Academy via mail or fax (205.758.4418).

Name _____
first middle last preferred name

Home Address _____
street city state/zip

PRINCIPAL, LANGUAGE ARTS TEACHER, OR COUNSELOR

This student is applying for admission to Tuscaloosa Academy. Your candid estimate of his or her academic performance, intellectual promise, and qualities as a person will help the admission committee in making its decision. This information will be held in confidence and will not become a part of the student's permanent file.

Name of School _____ Telephone _____

Address _____
street city state/zip

In what capacity have you know the student? _____

_____ How long? _____

Please check how you would rate this student in terms of academic skills and potential:

	One of the top few I've encountered in my career	Excellent: Top 10%	Very good: well above average	Good: above average	Average	Below Average	No Basis
Creative Original Thought							
Motivation							
Independence							
Intellectual Ability							
Academic Achievement							
Written Expression of ideas							
Class Discussion							
Work Habits							
Potential for Growth							
Citizenship							
Leadership							
SUMMARY EVALUATION							

Please respond to the request on the reverse of this form and provide your signature.

MIDDLE AND UPPER SCHOOL STUDENT QUESTIONNAIRE

STUDENT APPLICANT

name

grade to enter

today's date

This is to be completed by the student applicant. The Student Questionnaire is an essential portion of your application for admission to Tuscaloosa Academy and is designed to help us work with your family to involve you and properly place you in classes, school activities, and programs. Please think about your answers carefully and complete this form in your own handwriting.

1. What do you consider your greatest personal strength?

2. List subjects in which you have excelled:

3. Do you feel your grades are an accurate reflection of your ability?

4. Identify experiences you have had which might influence your academic performance and achievement, i.e. travel, study abroad, illness, irregular attendance, etc.

5. What school activities, clubs/organizations have you been involved in at school and your community?

TUSCALOOSA ACADEMY

REQUEST FOR TRANSCRIPTS

APPLICANT

Please complete the following and submit request to the registrar at your current school.

Student Name _____
first middle last preferred name

Home Address _____
street city state/zip

Parent Signature _____
signature date

SCHOOL REGISTRAR

Please forward the information below for the above referenced student and return with this form to:

Tuscaloosa Academy
420 Rice Valley Road, North
Tuscaloosa, Al 35406

We would appreciate the inclusion of a profile of your school if outside Tuscaloosa, Alabama. Should you have questions, please call our office at (205) 758-4462.

- Complete transcript of student's record to date, including any courses in progress.
- Copies of student's complete test profile.
- Results of Accelerated Reader Program (if applicable).
- Certificates of Immunization (State of Alabama Forms IMM-50 and IMM-90)
- Copy of student's birth certificate (if available)
- Disciplinary Report

You may make general comments below.

Signature of School Official _____ Date _____

Thank you for your prompt attention to this request.