

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.

SPECIFIC PLACEMENT GUIDELINES

- Pre-School: At least three-years old on or before September 1 and toilet-trained
- Kindergarten: Five-years old on or before September 1

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, director, or instructor.
3. Establish Preschool visitation day for student. Often this step is completed on President's Day, or it can be scheduled on another day in the spring.

*AFTER ACCEPTANCE

1. Blue immunization form
2. 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 _____

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.

TUSCALOOSA ACADEMY

STUDENT RECOMMENDATION PRESCHOOL - KINDERGARTEN

PARENT

Please fill in the information below and give this form to the principal, director, or teacher at your child's current school and ask that it be completed and returned to Tuscaloosa Academy.

Name _____
first middle last preferred name

Date of Birth _____ Application for Grade _____ Date of Entrance _____

I hereby authorize the release of my child's records to Tuscaloosa Academy.

Signature of Parent/Guardian date

TEACHER OR PRINCIPAL

Your candid appraisal of this child will be of invaluable assistance in giving us a complete and fair evaluation of this applicant. We appreciate your estimate of this child's academic performance, intellectual promise, and qualities as a person. 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

Principal's Name _____ Teacher's Name _____

Please check those terms that apply to this applicant, and comment if needed:

- | | | | |
|-----------------------|---|---|---|
| Social Development | <input type="radio"/> Exhibits independence | <input type="radio"/> Follows rules | <input type="radio"/> Initiates Activity |
| | <input type="radio"/> Is mostly a follower | <input type="radio"/> Plays with others appropriately | <input type="radio"/> Prefers to play alone |
| | <input type="radio"/> Shares | <input type="radio"/> Stands up for rights | <input type="radio"/> Takes the lead |
| | <input type="radio"/> Responds positively to correction | <input type="radio"/> Cries easily | |
| Emotional Development | <input type="radio"/> Adaptable | <input type="radio"/> Aggressive | <input type="radio"/> Angry |
| | <input type="radio"/> Controlled | <input type="radio"/> Confident | <input type="radio"/> Flexible |
| | <input type="radio"/> Content | <input type="radio"/> Even-tempered | <input type="radio"/> Nervous |
| | <input type="radio"/> Happy | <input type="radio"/> Hostile | <input type="radio"/> Withdrawn |
| | <input type="radio"/> Receptive | <input type="radio"/> Shy | |
| Work Habits | <input type="radio"/> Completes tasks | <input type="radio"/> Drifts | <input type="radio"/> Focuses |
| | <input type="radio"/> Follows directions | <input type="radio"/> Is distractible | <input type="radio"/> Is persistent |
| | <input type="radio"/> Listens attentively | <input type="radio"/> Works independently | <input type="radio"/> Works in a group |
| | <input type="radio"/> Organizes self and materials | | |

Please comment on the following:

Areas in which this applicant excels _____

Areas in which this applicant has the greatest needs _____

Please check your assessment of the applicant in each category:

Social/Emotional Development Outstanding Above average Average Below average

Areas of concern/comments

Interaction with adults _____

Interaction with peers _____

Play behavior _____

Self-help/independence _____

Self-confidence _____

Self-control _____

Respect for others _____

Language/Communications Skills Outstanding Above average Average Below average

Areas of concern/comments

Speaks in complete sentences _____

Uses appropriate vocabulary _____

Articulates words _____

Follows directions _____

Sequences events _____

Responds appropriately in group activities _____

Physical Development Outstanding Above average Average Below average

Areas of concern/comments

Gross motor _____

Fine motor _____

Attitude toward School Outstanding Above average Average Below average

Areas of concern/comments

Eager to learn _____

Curious _____

Observant _____

Creative _____

Does the applicant have any physical or emotional problem areas? Yes ___ No ___

Has the applicant been the subject of major disciplinary action? Yes ___ No ___

Has the applicant made irregular progress (i.e. chronic illness, repeating grade)? Yes ___ No ___

Do you consider this child to be an asset in your classroom? Yes ___ No ___

Please explain further any questions answered affirmatively. _____

Please check the terms that pertain to parental support:

Are cooperative Follow through with suggestions Are interested in education

Value their child's uniqueness Have realistic understanding of child's ability

Please comment on the degree and type of parental involvement. _____

Signature of person completing this assessment _____ Date _____

Title _____

In what capacity and how long have you known this child? _____

If the need arises, may we contact you to discuss the applicant further? _____ Telephone (____) _____

Signature of principal or director _____

Please attach academic records, standardized test results, psychological evaluations, etc. and return to:

Tuscaloosa Academy • Director of Admissions • 420 Rice Valley Road, North • Tuscaloosa, AL 35406
p. 205.758.4462 f: 205.758.4418 or e: ahuffaker@tuscaloosaacademy.org