



## ADMISSION CHECKLIST

- ❑ Before sending in your application, we strongly suggest that you attend **Open House**. These brief presentations are designed to acquaint parents with the Montessori philosophy and its implementation in the classroom through the Montessori method, and the mission of the school. Offered two to three times a month, parents will have the opportunity to observe children in all program levels. Individuals who wish additional visits should contact the Admission Office for availability.
- ❑ Complete, sign, and return the **Application for Admission** with the \$50.00 processing fee to: *Director of Admission, The Greensboro Montessori School, 2856 Horse Pen Creek Road, Greensboro, NC 27410*. Applications may be handwritten, typed, or computer generated. The Admission office E-mail address is: **[andi@TheGMS.org](mailto:andi@TheGMS.org)**
- ❑ After you return the Application for Admission, please contact the Admission Office to schedule your **Parent Interview** appointment. An interview is required of all new applicant families. It is designed to help us get to know your family as well as answer your questions about GMS and the admission process. A brief campus tour and classroom observation will be scheduled. The appointment will take approximately one hour.
- ❑ All applicants (except Infants and Toddlers) will be asked to join us for a **Student Visit**. Your child may be asked to visit the classroom more than once so that we may observe him or her participating in a variety of different activities. Please check with the Admission Office to schedule a visit and make drop-off and pick-up arrangements. Many classrooms have observation windows where parents are welcome to observe quietly.
- ❑ For all children under age 5, parents are asked to complete an age appropriate **Child Development Form** (there are separate forms for Infants, Toddlers, and Primary applicants).
- ❑ For all applicants kindergarten age and older, give the **Teacher Information Form** to two teachers of your choice (one if applying for entrance as a Kindergarten student.) Teachers should know your child and be able to evaluate his or her character and academic performance.
- ❑ For applicants 1<sup>st</sup> through 8<sup>th</sup> grade, deliver the **Request for Information Form** to the appropriate official at the student's current school in order to have copies of your child's records sent to GMS. Please ask to have any **standardized test scores and psychological and/or educational evaluation results** included with the records. Original transcripts will not be requested until the student is admitted and enrolled.
- ❑ All applicants may be asked to participate in an **in-class evaluation**. Applicants are evaluated by the teachers in the grade level for which they are applying to determine the student's level of academic and social development as it relates to the Montessori classroom. These are not standardized tests, but rather evaluations designed to reflect the level of expectation for GMS programs.
- ❑ **Disabled applicants or family members** requiring any type of assistance during the application process are encouraged to identify themselves and indicate what type of accommodation is needed.