



THE CAMBRIDGE SCHOOL

Classical Education • Christian Worldview • Fully Integrated

Application Process and Checklist

Welcome to The Cambridge School's admission process. TCS will be offering instruction in grades Pre-K thru 7th grade for the 2012-2013 academic year and will be adding a grade each year until we are Pre-K thru 12th grade. We appreciate your interest in the school and we invite you to learn more about The Cambridge School's Classical and Christian approach to education by exploring this information and admissions packet, along with our website, www.cambridgeclassical.org.

The Admissions Committee handles each family's application(s) with great care. We desire to help your child and all of the students at The Cambridge School to thrive. To that end, the application process is designed to help the Committee understand the ability, motivation, and character of the candidate and to more accurately identify and admit students from families who have expressed educational convictions similar to those upheld by the school.

We look forward to serving you and your child in the coming year by providing an exceptional educational experience in the context of a Christian worldview. Thank you for considering The Cambridge School for your child.

Outlined below, you will find a summary and checklist for the admissions process. Please read carefully before filling out forms.

Application Process and Checklist

Step 1: Application

- Submit completed application, including **signed statement of faith and signed cooperation agreement** with \$150 non-refundable application fee so that the school RECEIVES it **no later than January 31st**. While we will accept applications until January 31st, we recommend you submit your application before then.

- Mail application and fee to:
The Cambridge School
PO Box 720508
San Diego, CA 92172

Step 2: Current school transfer information (when applicable):

- If your child is currently attending another school, please complete and sign the appropriate **Teacher Recommendation Form** (there are separate forms for grades K-1 and grades 2-7). Then, give this to the teacher with a stamped envelope addressed to The Cambridge School, P.O. Box 720508, San Diego, CA 92172.

- Please give both the completed and signed **Request for Copies of Records Form** and the **Administrator's Reference Form** to the appropriate administrator at your child's current school. Be sure to include a stamped envelope addressed to The Cambridge School, P.O. Box 720508, San Diego, CA 92172 for *each* form if they are going to different people.

Step 3: Financial Aid Application (when applicable)

- TCS offers a family-income-based tuition assistance program. All admissions decisions are "need-blind." In other words, they are made independently of a family's request for financial aid. Please read the Tuition and Fees document (included in this packet) for detailed information about how to apply.

- We suggest that you submit your financial application as soon as possible to expedite the process of assessing financial need and scholarship availability.

_____ **Step 4: Family Interview**

- Once your application is received, TCS will contact you to schedule a family interview.
- We require all parents to read the following materials prior to the family interview: The Cambridge School **Mission and Philosophy, Statement of Faith, Distinctives, and FAQs.** All of these documents are available in this packet or on our website under About Us and Philosophy.

Additionally, **before the interview, both parents must read the booklet included in the admissions packet, *Classical Christian Education: The Essential Guide for Parents and/or The Case for Classical Christian Education* by Douglas Wilson** (available for purchase at amazon.com and other booksellers).

_____ **Step 5: Testing**

- TCS will schedule admissions assessments for grades Kindergarten and up in early January through Mid February. K4 (pre-k) assessments will be done on an ongoing basis.
- Students applying for Kindergarten will be tested to assess school readiness.
- Students applying for Grade One and higher will be assessed for standardized achievement, school ability testing and informal inventories.

_____ **Step 6: Determination Letter (with tuition assistance award, if applicable and possible)**

- Accepted:** Students approved for admission will be notified by letter.
- Waitpool:** If your child meets our admissions requirements but we do not have space in the necessary grade, your child will be placed in a waitpool. The School will select applicants as space becomes available.
- Denied:** Students not approved for admission will be notified by letter with a simple explanation of the reason for denial.

If you have completed the entire admissions process by January 31st enrollment decision notifications will be mailed by March 1st.

_____ **Step 7: Enrollment**

- Following notification of acceptance, the applicant's family has two weeks from the date of the notification letter to respond before that child's seat is offered to others.
- Enrollment is completed by submitting a signed **enrollment contract**, along with the **Matriculation Fee, and Enrollment Fee (i.e. 10% of total annual tuition; varies by grade level)**, all of which are *non-refundable*.

Priority for acceptance will be as follows:

- 1) Continuing students
- 2) Siblings of continuing students
- 3) All other applicants

Admissions Requirements for the Student

A child must have reached the age of five years by September 1st of the year in which he would be entering kindergarten; six years of age by September 1st for entrance into the first grade.

If a child has successfully completed the previous school year and his schoolwork and behavior compare favorably to The Cambridge School standards, he will be placed in the grade for which he is applying. However, if there is evidence to show that the child may not be adequately prepared for the next sequential grade level, he may be required to repeat the previous grade.

The student should understand that his parents have delegated their authority to the school during the school day. Therefore, the child is subject to the instruction and discipline of the teacher and the Headmaster in their prescribed roles at The Cambridge School.

Admissions Requirements for the Parents

Though not required to be Christians, the parents of students at The Cambridge School should have a clear understanding of the biblical philosophy and purpose of The Cambridge School. This understanding includes a willingness to have their child exposed to the clear teaching of the school's Statement of Faith in various and frequent ways within the school's program.

Parents should have a clear understanding of our unique classical educational approach. Parents should carefully read the informational materials about the school. We also strongly encourage each parent to read the book by Douglas Wilson, *The Case for Classical Christian Education*, as one of the best texts for explaining the kind of program we offer at The Cambridge School.

Parents are required to cooperate with all the written policies of The Cambridge School. This is especially important in the area of discipline and schoolwork standards, as well as active communication with the respective teachers and administration. In addition, parents are strongly encouraged to become actively involved in other areas of voluntary school functions.

A Special Note to Parents

We want each child to thrive at The Cambridge School. All placement decisions are made on the basis of age, testing, and other factors. We pay particularly close attention to children whose dates of birth fall in or near the summer months. At this time, we require that prospective students be five years old by September 1st of the year of Kindergarten entrance. Parents of students who will turn five after September 1st but before December 31st may request that their child be further evaluated to see if they meet early entrance requirements.

Our curriculum is an accelerated curriculum that is generally one grade level ahead of national norms in most subject areas. Research on this program has shown that most children benefit by having more time to develop and mature before entering first grade. Being relatively young may not be a critical issue at the Kindergarten level, but when a child reaches first grade and above, the age disparity can be much more pronounced as these children begin to work at a higher level of academic difficulty alongside classmates who are as much as a year older.

Non-Discrimination Policy

The Cambridge School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally made available to students at the school. The Cambridge School does not discriminate on the basis of race, color, national and ethnic origin in the administration of its educational and admissions policies, scholarship programs, or athletic and other school administered programs.