



Admission Checklist

Pre-Kindergarten through Grade 5 Applicants

Thank you for your interest in The Bolles School. Provided below is a checklist of the items needed for your child's application to be considered for admission.

Lower school information does not need to be sent in a single package. Please submit information as available. Application files must be complete in order for Admission Assessments to take place.

CHECKLIST FOR COMPLETED APPLICATION FILES

- Application** – With photograph attached (optional, but appreciated). Application is submitted in the fall of the year prior to anticipated entrance.
- Copy of Birth Certificate**
- Application Fee** – \$45, non-refundable and payable to The Bolles School. There is a \$5 processing fee for use of a credit card.
- Testing Fee** – \$55, payable to The Bolles School with application fee.
- Parent Questionnaire** – Please return with the application, or shortly thereafter.
- Transcript Request Form** – For students applying to Grades 1 – 5, signed by the parent/guardian and returned to the appropriate official at the student's current school after the first grading period. Grades and test scores (if available) from Kindergarten through the most recent grading period are to be sent to Bolles.
- Teacher Recommendation Forms** – Submitted after November 1, 2016, by the parent to the child's school and returned directly to Bolles by the school by December 1, 2016. Teacher Recommendation Forms may not be hand carried by the parent/guardian to Bolles.
- Passport Copy** – Required if applicant is not a U.S. Citizen.
- December 10, 2016** – Confirm with your child's current school that transcripts/progress reports and Teacher Recommendation Forms have been submitted to Bolles.
- Admission Assessment** – Students applying for admission to Pre-Kindergarten (Pre-K) and Kindergarten (KG) will visit Bolles twice – one time for an individual developmental assessment and a second time for a group visit. Both of these visits will take place on a weekday in January. Students applying for admission to Grades 1 – 5 will be scheduled for a full-day classroom visit during the month of January. Notification of assessment dates will be mailed upon receipt of the application.
- Campus Tour for Parents (optional)** – To schedule a tour of the Whitehurst or Ponte Vedra Beach Campus with the Director of Lower School Admission, please call the Admission Office. Lower School tours take place in the mornings.
- Mini-Tour for Pre-Kindergarten and Kindergarten Applicants (optional)** – In order to make the admission process as stress-free as possible for children entering Pre-K and KG, parents are invited to bring their child to campus for a brief tour prior to their admission visit. Tours are 10 minutes in length and may be scheduled by calling the Admission Office after mid-November. Because of limited time and staffing, mini-tours are available only to applicants whose applications are received by January 10, 2017.
- Open Houses (optional)** – For the parents of children interested in applying to Lower School. To R.S.V.P., call the Admission Office at (904) 256-5034 or email the Lower School Admission Director at brotmanl@bolles.org.

Whitehurst Campus Open House Dates

For the parents of children interested in applying to Pre-K through Grade 5
January 10, 2017 9–11 a.m.

Ponte Vedra Beach Campus Open House Dates

For the parents of children interested in applying to Pre-K through Grade 5
January 13, 2017 9–11 a.m.

Day visits offer campus tours where guests have the chance to visit the active school community and witness engaged students in classroom and activity settings.

Note: Checklist items may be sent:

BY MAIL:
The Bolles School
Office of Admission
7400 San Jose Blvd.
Jacksonville, FL 32217

BY EMAIL:
Scan and email to
Admission@Bolles.org

BY FAX:
Fax to (904) 739-9929

Special Note:
Completed applications received by January 10, 2017, will be considered by the Admission Committee during the first round of selection in February. Admission decisions will be mailed on February 23, 2017.