



Admissions Application Checklist

Please use this form to ensure that you have completed all the necessary steps and forms in the application process.

Application for Admission

- One recent photograph of the applicant.
- Application fee of \$150.00 (one-time, non-refundable fee, new student).
- Complete General Information form.
- Complete Parent Pre-Interview Questionnaire
- Complete Student Pre-Interview Questionnaire
- Date submitted: _____
- (After receipt of your application, we will contact you to schedule an interview date.)

Campus Visit and Tour

- Date of family campus visit and tour: _____

Independent School Entrance Exam Results (ISEE) OPTIONAL

- Submission of test scores (optional)

Confidential Teacher Feedback Forms (two feedback forms are required)

- Print the applicant's name on the Confidential Teacher Feedback forms.
- Give the forms to two of the applicant's **current** teachers, **with pre-addressed stamped envelopes**.
If the child is in a self-contained classroom with just one teacher, a former teacher or other school personnel who knows the child
- may complete the form. Forms should be returned to Manzanita directly by the person completing the form.
- DATE FORMS GIVEN TO TEACHERS _____

Confidential Administrator Feedback Form

- Print the applicant's name on the Confidential Administrator Feedback form.
- Give the Administrator Feedback Form and a pre-addressed stamped envelope to your child's head of school, principal, or guidance counselor. Form should be returned to Manzanita directly by the person completing the form.
- DATE FORM GIVEN TO ADMINISTRATOR _____

Parent Authorization for Release of School Transcript or Most Recent Report Card

- Print the applicant's name on the Parent Authorization for Release of School Records form.
- Parent/Guardian must sign form.
- Give the Parent Authorization for Release of School Records or Most Recent Report Card to an official at your child's current school
- with a pre-addressed stamped envelope. Transcript or Report Card should be returned to Manzanita directly from the school.
- Date Parent Authorization for Release of School Records form given to school: _____

Application for Financial Assistance

- Families wishing to apply for Financial Assistance should contact our Admissions Office at admissions@manzanitaschool.org (310.455.9700) to request that a copy of our Financial Assistance packet be forwarded to you via email.