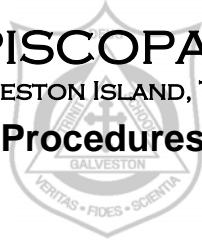


# TRINITY EPISCOPAL SCHOOL

GALVESTON ISLAND, TEXAS

## Enrollment Procedures Grades K-8



- Visit School:** Interview with Admissions Director and/or Head of School.
- Receive and read:** All information and forms included in Enrollment Package.
- Teacher & Personal Reference Forms:** Grades K-5 require a homeroom teacher reference and Grades 6-8 require references from Math and English teachers. **Note: Teacher references are confidential; therefore, these forms must be given to the appropriate teacher for completion and mailing directly to TES.**
- Transcript of grades**
- Test scores:** Stanford, Iowa, TAKS, etc., for applicants in Grades 1-8.
- Health records**
- Official Birth Certificate:** Original will be returned.
- \$50 New Student Application Fee:** Non-refundable.
- Application for Admission/Enrollment Contract:** Complete both sides.
- Enrollment Fee (non-refundable) due with Application:** \$600 can be paid in two payments until June 1; 1<sup>st</sup> \$300 payment due March 4; 2<sup>nd</sup> \$300 payment due June 1.
- Payment Schedule**
- Physician's Release:** Proof of examination by licensed health professional within the past year.
- New Middle School Students:** Interview with Head of School.

### **IMPORTANT INFORMATION FOR PARENTS OF KINDERGARTEN STUDENTS:**

**Students entering Kindergarten at TES for the 2011-2012 school year must have reached their 5<sup>th</sup> birthday on or before 8/31/11.** Children with August birth dates are strongly encouraged to use 8/1/05 as a cut off date. Experience has demonstrated that the older the child the more positive the educational experience. Kindergarten students new to Trinity are required to undergo a Kindergarten Readiness screening. Screenings will be scheduled through the Lower School Coordinator.

A student is considered **REGISTERED** only when Application for Admission/Enrollment Contract and Payment Schedule forms have been completed, signed and accompanied by the appropriate enrollment fee.

A student is considered **ENROLLED** only when all requested materials (see above) have been received and the new student has been formally accepted (letter from school).