



Our Mission

To provide a demanding academic program to develop the skills and character essential for students to meet the challenges of college and leadership in the twenty-first century.

Our Policy

Highland School does not discriminate on the basis of race, color, gender, sexual orientation, religion, nationality, or ethnic origin in the administration of its educational, employment, or admission policies, its scholarship, athletic, and other school-administered programs.

Student Information *(Please enclose a current photograph of the Applicant.)*

Applicant's Name: _____ Applying for Grade: _____
(Last) (First) (Middle)

Gender: M ___ F ___ Date of Birth: _____ Social Security Number: _____

Is the Applicant a U.S. citizen? Yes ___ No ___ Native Language(s): _____

Current School: _____ Current Grade: _____

Has the Applicant previously applied to Highland? Yes ___ No ___ If so, when? _____

Family (Parent/Guardian) Information

Father/Guardian: _____
(Prefix, First, Last, Suffix)

Mother/Guardian: _____
(Prefix, First, Last, Suffix)

Home Address: _____

Home Address: _____

City, State, Zip: _____

City, State, Zip: _____

Home Phone: (_____) _____

Home Phone: (_____) _____

Cell Phone: (_____) _____

Cell Phone: (_____) _____

E-mail: _____

E-mail: _____

Employer: _____

Employer: _____

Occupation/Title: _____

Occupation/Title: _____

Work Phone: (_____) _____

Work Phone: (_____) _____

Work E-mail: _____

Work E-mail: _____

Stepmother: _____
(Prefix, First, Last, Suffix)

Stepfather: _____
(Prefix, First, Last, Suffix)

Cell Phone: (_____) _____

Cell Phone: (_____) _____

E-mail: _____

E-mail: _____

Employer: _____

Employer: _____

Occupation/Title: _____

Occupation/Title: _____

Work Phone: (_____) _____

Work Phone: (_____) _____

Work E-mail: _____

Work E-mail: _____

Please indicate with whom the Applicant resides: *(Please check all that apply)*

Father: ___ Mother: ___ Stepfather: ___ Stepmother: ___ Guardian: ___

Please indicate the status of the Applicant's parents:

Married: ___ Separated: ___ Divorced: ___ Father deceased: ___ Mother deceased: ___

Who serves as the Applicant's legal guardian? Both parents: ___ Father: ___ Mother: ___ Guardian: ___

Who is financially responsible for the Applicant? _____



Please list all siblings: *(Name, Age, Present School/College, Grade/Year)*

Are any of the Applicant's siblings applying to Highland? Yes ___ No ___

If yes, which one(s)? _____

Has a relative ever attended Highland School? Yes ___ No ___ If yes, who and when? _____

Paternal Grandparent(s): _____

Home Address: _____

Maternal Grandparent(s): _____

Home Address: _____

School Information

Current School: _____

School Address: _____

School Phone: (_____) _____ School Fax: (_____) _____

Previous schools attended: *(School Name, School Address, School Phone Number, Grade(s) Attended)*

Has the Applicant repeated or skipped a grade during his/her schooling? Yes ___ No ___

If yes, why? _____

Has the Applicant ever received any testing other than standardized testing provided by his/her school? Yes ___ No ___

Does the Applicant have an IEP or 504 Plan? Yes ___ No ___ Which one? _____

Please submit all educational testing materials with the Application.

Has the Applicant ever been dismissed, suspended, placed on probation, or received other serious disciplinary sanction? Yes ___ No ___

Has the Applicant withdrawn from school voluntarily for an extended period of time for reasons other than health? Yes ___ No ___

If the answer to either or both of these questions is yes, please provide a full explanation on a separate piece of paper.

Additional Information

How did you learn about Highland School? _____

Please list any other schools being considered by the Applicant: _____

Is the Applicant interested in bus transportation information? Yes ___ No ___

Person completing the Application: *(please print)* _____

Signature: _____ Date: _____

Relationship to Applicant: _____



Open Houses

PK - Grade 12	November 11, 2007 at 1 p.m.
PK - Grade 12	January 6, 2008 at 1 p.m.
PK - Grade 12	May 4, 2008 at 1 p.m.

Admission Timeline

Applicant Deadline (All materials)	February 1, 2008
First Round Admission Decisions	March 7, 2008
New Student Contract Deadlines	April 2, 2008
Second Round Decisions	Until classes are full

Admission Process and Checklist

The admission process is broken into two cycles – first round and second round decisions. Applications for first round must be submitted by Friday, February 1, 2008 with admission decisions being rendered on Friday, March 7, 2008. Second round decisions occur on a rolling basis after the New Student Enrollment Contract Deadline of Wednesday, April 2, 2008. Many grades will fill following the first round; therefore, it is advisable to apply as soon as possible. The requirements listed below may be completed in any order; however, no applicant will be considered for admission until all required items have been submitted to Highland.

Application

Please submit an application and enclose a non-refundable application fee of \$50.

Applicant Statement for Grades 6-12

The applicant statement should be completed in the applicant's own handwriting.

Teacher Recommendation(s)

Students in PK - Grade 5 must submit one recommendation: Homeroom teacher.
Students in Grades 6-12 must submit two recommendations: Math and English teachers.
All recommendations must be sent directly from the applicant's school to Highland.

School Records or Transcripts

Please submit the Request for School Records form directly to your child's school. All records or transcripts must be sent directly from the applicant's school to Highland.

Applicant Observation or Visit

Applicants for PK and K are required to attend a group observation on Saturday, February 9, 2008. Snow date: Saturday, February 16, 2008.

Applicants for Grades 1-12 are required to complete a half-day visit. Visits are scheduled daily by appointment and applicants do not need to submit an application prior to the half-day visit.

Parent Interview

Interviews are scheduled daily by appointment and most are conducted the same day as the applicant's visit.

Testing

Applicants for PK and K will be administered the Gesell screening at Highland on Friday, February 1, 2008 through Friday, February 8, 2008. No weekend testing is available.

Applicants for Grades 1-5 will be administered STAR testing during their half-day visit.

Applicants for Grades 6-12 are required to submit Secondary School Admission Test (SSAT) scores. Highland's school code is #3874. The SSAT will be administered at Highland on Saturday, January 20, 2008 at 9 a.m. to applicants only. Snow date: Saturday, January 26, 2008.

Applicants for Grades 11-12 may submit PSAT or SAT scores instead of SSAT scores.



Fee Schedule

These fees are for the 2007-2008 academic year. In January, the Board of Trustees will determine the fees for the 2008-2009 academic year.

Application Fee

\$50 due with application

Enrollment Fee

\$750 due with the enrollment contract

Tuition

PK	\$8,750
K-Grade 2	\$14,400
Grades 3-8	\$15,600
Grades 9-12	\$17,900

Please consult the website for information and costs associated with Before/After-Care.

Payment Plans

Single Payment	Payment in full is due by July 1 and entitles K-Grade 12 families to a 1% discount.
Tri-Payment	Three payments of 40% by July 1, 40% by September 1 and 20% by January 1.
Monthly Payment	Ten equal payments due on the first of each month from July through April. This plan is sponsored through FACTS and requires direct withdrawal from a checking account or credit card.

Bus Transportation

Round trip	\$1,600	first child
One-way	\$1,100	first child
One-way or round trip	\$1,100	second child
One-way or round trip	\$500	third child
Ten Ride Pass	\$100	

Bus service to/from: Haymarket, Gainesville, Manassas, Leesburg, Culpeper, Middleburg and Purcellville.

Founder's Scholarship

The mission of the Founder's Scholarship Program is to attract and retain students of exceptional intelligence who possess the highest qualities of leadership, character and citizenship. We seek to identify students with great promise early in their high school careers so that we may nurture their talents and allow the school to benefit from their enrollment. We are firm in the belief that extraordinary individuals enrich the entire community; thus, we award partial merit-based grants to enable talented youth to attend Highland. Founder's Scholarships are highly competitive and awarded annually to rising Grade 9-10 students. To learn about the application process, please contact the Admission Office or consult our website. Highland currently has 15 Founder's Scholars.

Financial Aid

Highland School provides need-based financial aid to students in Kindergarten through Grade 12. In 2007-2008, Highland granted \$612,000 to 14% of the student body. The grants ranged from 10% to 90% of tuition with an average grant of nearly \$8,000.

Families interested in information about financial aid should contact the Admission Office and consult our website for a copy of the Financial Aid Handbook. The handbook describes the application process which includes submitting information to Highland and School and Student Services (SSS) in Princeton, New Jersey. Families unsure about their ability to pay full tuition should apply for financial aid. All information and conversations pertaining to financial aid are held in the strictest of confidence. In addition, admission and financial aid are determined separately.

The application deadline for current families, January 11, 2008, is slightly before that of prospective families which is February 1, 2008. The Financial Aid Committee reviews each file carefully and awards grants on an annual basis. Families are notified of the financial aid decision before being asked to submit an enrollment contract.



Parent or Guardian:

Please submit the Request for School Records to the Guidance Counselor, Registrar or Director of your child's current school after completing the top section of this form.

Applicant's Name: _____ Applying for Grade: _____
(Last) *(First)* *(Middle)*

Current School: _____ Current Grade: _____

School Phone: (_____) _____ School Fax: (_____) _____

I authorize the release of school records and teacher recommendations to Highland School. **I understand that the recommendations are confidential and will not be made available for student or parent/guardian review.**

Parent/Guardian Signature: _____ Date: _____

School Administrator:

Please send the following records and information to:

Highland School
Admission Office
597 Broadview Avenue
Warrenton, VA 20186
t: 540-878-2700
f: 540-878-2731
e: admission@highlandschool.org

1. A transcript of all courses and grades for the last two years and for the current school year through 2nd Quarter.
If not part of the transcript, please include attendance and any discipline records.
2. Scores of any standardized test, I.Q. test, and/or achievement test taken during the last three years. Please indicate the grade and date when the tests were taken.
3. A school profile, if available.
4. Upon completion of the school year, a final transcript.

If you have any questions, please call the Admission Office. Thank you for your cooperation and assistance.



Applicant's Name: _____ Applying for Grade: _____
(Last) (First) (Middle)

To the teacher: The student whose name is listed above has submitted an Application to Highland School. A candid response is appreciated, as it will help the Admission Committee immensely. All comments are confidential. Thank you for your assistance.

I have known the Applicant for _____ year(s) _____ month(s). I am the _____ teacher.

What are the first words that come to mind to describe the Applicant?

The Applicant's reading skills are on a _____ grade level. The Applicant's math skills are on a _____ grade level.

Academic Traits	Excellent	Good	Fair	Poor
Academic ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic achievement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Study habits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organization of time/materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intellectual curiosity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attention span	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commitment to homework	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to follow directions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work independently	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work in a group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to express ideas in writing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to express ideas orally	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attendance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Reads for pleasure Much Some Little Don't know

Other comments about the Applicant's academic traits: _____

Personality Traits

Conduct	<input type="checkbox"/> Outstanding	<input type="checkbox"/> Usually good	<input type="checkbox"/> Occasional misconduct	<input type="checkbox"/> Frequent disruption
Leadership	<input type="checkbox"/> Much	<input type="checkbox"/> Some	<input type="checkbox"/> Little	
Citizenship	<input type="checkbox"/> Strong/Active	<input type="checkbox"/> Somewhat involved	<input type="checkbox"/> Little participation	
Social relations with peers	<input type="checkbox"/> Healthy relationship	<input type="checkbox"/> Occasional problems	<input type="checkbox"/> Relates poorly	
Emotional maturity/stability	<input type="checkbox"/> Very mature	<input type="checkbox"/> Average	<input type="checkbox"/> Immature	
Self-confidence	<input type="checkbox"/> Healthy self-image	<input type="checkbox"/> Needs some support	<input type="checkbox"/> Poor self-image	
Sense of humor	<input type="checkbox"/> Highly developed	<input type="checkbox"/> Appropriate	<input type="checkbox"/> Poorly developed	
Integrity	<input type="checkbox"/> Very trustworthy	<input type="checkbox"/> Usually trustworthy	<input type="checkbox"/> Not trustworthy	
Sense of responsibility	<input type="checkbox"/> Very responsible	<input type="checkbox"/> Usually responsible	<input type="checkbox"/> Not responsible	
Interaction with teachers/adults	<input type="checkbox"/> Comfortable	<input type="checkbox"/> Uncomfortable	<input type="checkbox"/> Avoids contact	

Other comments about the Applicant's personality traits: _____



Has the Applicant been evaluated for any physical, emotional and/or academic reasons? Yes ___ No ___ Don't know ___

Is the Applicant currently on medication or has the Applicant previously been on medication? Yes ___ No ___ Don't know ___

Please explain any classroom accommodations the Applicant has received below.

Compared to other students, I would rate this student:

One of the top _____ Excellent _____ Above Average _____ Average _____ Below Average _____

Print Name: _____ Position: _____

Signature: _____ Date: _____

Current School: _____

School Address: _____

School Phone: (_____) _____ School Fax: (_____) _____

Please return to:

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