

Application Checklist

Junior Kindergarten

- Submit a completed application and non-refundable \$80 testing fee.
- Submit the Teacher Recommendation Form to the applicant's current preschool teacher (if applicable). Ask that the form be completed and returned directly to the Director of Admissions.
- Once the above steps are completed, you will be contacted to schedule a readiness evaluation to be given at Millwood School. The evaluation includes a brief interview and the Bracken Basic Concept Scale and a Teacher Observation.
- Arrange a results appointment through our Director of Admissions to discuss the admission decision.

All students entering Junior Kindergarten must be four years old by September 30. Please note that entrance into Junior Kindergarten does not guarantee admission into Kindergarten. Students are enrolled in the Junior Kindergarten program on a space available basis.

Kindergarten

- Submit a completed application and non-refundable \$80 application and testing fee.
- Complete and submit the Kindergarten Readiness Checklist.
- Submit the Teacher Recommendation Form. Give the form to the applicant's current teacher. Ask that the form be completed and returned directly to the Director of Admissions.
- Once the above steps are completed, you will be contacted to schedule a readiness evaluation to be given at Millwood School. The evaluation includes a brief interview and the Bracken Basic Concepts Scale.
- Arrange a results appointment through our Director of Admissions to discuss the admission decision.

Grades 1-8

- Submit a completed application and non-refundable \$80 application and testing fee.
- Submit the Teacher Recommendation Form. Give the form to the applicant's current teacher. Ask that the form be completed and returned directly to the Director of Admissions.
- Submit Permission to Release Information Form. After signing the Information Release, give it to the applicant's current school. The registrar should submit the student's transcript directly to the Director of Admissions.
- Submit Administrative Recommendation Form. Give the form to the applicant's current school. Ask that the form be completed by an administrator and returned directly to the Director of Admissions.
- Once the above steps are completed, you will be contacted to schedule a Day Visit. The visit includes the opportunity to experience a day as a Millwood student, a brief interview and the Otis-Lennon School Ability Test given by the Director of Admissions, and placement testing with the hosting classroom teacher.
- Arrange a results appointment through our Director of Admissions to discuss the admission decision.

Grades 8-12

- Submit a completed application and non-refundable \$80 application and testing fee.
- Submit Teacher Recommendation Form to an English teacher. Give the form to the applicant's current English teacher. Ask that the form be completed and returned directly to the Director of Admissions.
- Submit Teacher Recommendation Form to a math teacher. Give the form to the applicant's current math teacher. Ask that the form be completed and returned directly to the Director of Admissions.
- Submit Administrative Recommendation Form. Give the form to the applicant's current school. Ask that the form be completed by an administrator and returned directly to the Director of Admissions.
- Submit Permission to Release Information Form. After signing the Information Release, give it to the applicant's current school. The registrar should submit the student's transcript directly to the Director of Admissions.
- Once the above steps are completed, you will be contacted to schedule a Day Visit. The visit includes the opportunity to experience a day as a Millwood student, a brief interview and the Otis-Lennon School Ability Test given by the Director of Admissions, and placement testing with the classroom teachers.
- Arrange a results appointment through our Director of Admissions to discuss the admission decision.