

Grades 1 - 5 Admissions Checklist



Kirby Hall

A place to belong. An education beyond.

Our admission process is on a rolling basis so it is advantageous to apply early.

Open House: Contact the admissions office admissions@kirbyhall.org or 512.474.1770, ext. 4 to schedule a personal tour on a date of your convenience.

Application: Complete application and submit to the admissions office with a \$100 application fee. **If you are re-applying, contact the admissions office to reactivate the application.** A completed application packet includes:

1. Application form
2. Parent interview questionnaire
3. Copy of birth certificate
4. Immunization record
5. Child's picture
6. Grades from the past two years (if applicable)
7. Standardized test scores from the past two years (if applicable)
8. \$100 application fee

Teacher Recommendation(s): Please provide the applicable teacher recommendation form to both your child's current teacher and previous year's teacher. Because the forms are confidential, teachers are to return the forms directly to Kirby Hall via regular mail or email at admissions@kirbyhall.org.

Day Visit: After completion of the above steps, a day visit will be scheduled for your child. On your child's day visit, please drop him/her off at the front office by 8 a.m. The day concludes at 3:20. Your child will be assigned a buddy for the day. Kindly have your child bring a lunch.

Assessment: Kindly schedule the academic assessment with the admissions office. We are available during regular school hours and on Saturdays.

Financial Aid: If you intend to apply for financial aid, please contact admissions at admissions@kirbyhall.org or 512.474.1770, ext. 4

Additional information and admissions forms can be found on our website www.kirbyhall.org or please contact the admissions office at 512.474.1770, ext. 4.