MISSION STATEMENT
As a community of learners, Dwight-Englewood School strives to foster in each student a passion for lifelong learning. We seek excellence, honor integrity, and embrace diversity in order to develop the skills, values, and courage to meet the challenges of a changing world and make it better.

WELCOME TO THE DWIGHT-ENGLEWOOD ADMISSIONS PROCESS
Applying to an independent school like Dwight-Englewood is about finding a good match for your child. You should know that our School seeks academically strong students for each of our three divisions. We are interested in students who will enhance our diverse academic community and who will also take advantage of the many opportunities we have outside of the classroom to pursue arts, athletics, leadership and service.

We seek to impart a lifelong love of learning that will serve our students well throughout their lives. Our core values and mission statement are important to us, and we look for families who will model those behaviors and partner with us to support our students. Through the admissions process, we try to learn as much as we can about the students and families who apply to us. We recommend that our applicants and families take every opportunity to do the same with the goal of making a good match.

ADMISSIONS REQUIREMENTS AND DEADLINES
There are several steps required in our application process. While the pieces of an application may be submitted in any order, an application is not considered complete until all of the required pieces are received. No interviews will be scheduled without prior submission of the online application. To meet our deadlines, we suggest that interviews be scheduled between October 1 and January 8.

December 15 is the deadline to submit an application. All parts of the application including the interview must be complete by January 11. Due to limited space, applications received after December 15 will be evaluated on a space available basis.

January 15 is the deadline for families planning to apply for financial aid. Apply online at www.sssbynais.org by completing the Parent Financial Statement (PFS).

Early Action is offered to alumni families and to students who already have a sibling enrolled. These applications must be complete by December 15 to receive decisions by January 15.

International student applications must be complete by January 11, as above, of the enrollment year. Applications will not be accepted after this date.

Applicants to grades 9-11 must submit a TOEFL with a minimum score of 90 to apply. Applicants to grades 6-8 are required to take the Junior TOEFL with a minimum score of 90 to apply. Please read through the following information and give us a call if you have questions at (201) 227-3102. Thank you for your interest in Dwight-Englewood School.
ADMISSIONS PROCESS BY GRADE

BIRTHDATE REQUIREMENTS FOR PRE-KINDERGARTEN AND KINDERGARTEN
Pre-K3 - children must be three years old by October 1, 2016
Pre-K4 - children must be four years old by October 1, 2016
Kindergarten - children must be five years old by October 1, 2016

PRE-K3 APPLICATION CHECKLIST:
1. Application:
Part A of this form must be submitted online along with the $75 non-refundable application fee to the Admissions Office prior to the parent interview and playgroup screening.

2. Confidential Recommendation Forms:
If your child is currently enrolled in a preschool, the Preschool Director form is required. These confidential recommendation forms should be mailed directly from your child’s current school.

3. Parent Interview:
Parent interviews are available by appointment Monday through Thursday, beginning in October. Please call Helen Jerome, Director of Lower School Admissions at 201-227-3104 to schedule your appointment.

4. Playgroup Screening:
Your child will be invited to attend an hour-long Playgroup Screening Session on Friday December 11, 2015. During this time, children will engage in a series of age-appropriate activities. There will be an additional screening day offered, if needed, on Friday, January 22 (snow date - Tuesday, January 26).

PRE-K4 APPLICATION CHECKLIST:
1. Application:
Part A of this form must be submitted online along with the $75 non-refundable application fee to the Admissions Office prior to the parent interview and playgroup screening.

2. Confidential Recommendation Forms:
If your child is currently enrolled in a preschool, the Preschool Director form is required. These confidential recommendation forms should be mailed directly from your child’s current school.

3. Parent Interview:
Parent interviews are available by appointment Monday through Thursday, beginning in October. Please call Helen Jerome, Director of Lower School Admissions at 201-227-3104 to schedule your appointment.

4. Playgroup Screening:
Your child will be invited to attend an hour-long Playgroup Screening Session on Friday December 11, 2015. During this time, children will engage in a series of age-appropriate activities. There will be an additional screening day offered, if needed, on Friday, January 22 (snow date - Tuesday, January 26).
**Kindergarten Application Checklist:**

1. **Application:**
   Part A of this form must be submitted online along with the $75 non-refundable application fee to the Admissions Office prior to the parent interview and playgroup screening.

2. **Confidential Recommendation Forms:**
   If your child is currently enrolled in a preschool, the Preschool Teacher and Director forms are required. These confidential recommendation forms should be mailed directly from your child’s current school.

3. **Parent Interview:**
   Parent interviews are available by appointment Monday through Thursday, beginning in October. Please call Helen Jerome, Director of Lower School Admissions at 201-227-3104 to schedule your appointment.

4. **Playgroup Screening:**
   Your child will be invited to attend an hour-long Playgroup Screening Session on Friday December 11, 2015. During this time, children will engage in a series of age-appropriate activities. There will be an additional screening day offered, if needed, on Friday, January 22 (snow date - Tuesday, January 26).

5. **Testing:**
   Your child will be required to take the AABL test. Individual testing is administered at Dwight-Englewood School. Please call Nicole Ferrentino directly at (201) 227-3107 or email her at ferren@d-e.org to make an appointment.

**Grades 1 - 4 Application Checklist:**

1. **Application:**
   Part A of this form must be submitted online along with the $75 non-refundable application fee to the Admissions Office prior to the parent interview.

2. **Confidential Recommendation Forms:**
   Current teacher, Kindergarten Director or Counselor/Principal forms are required from your child’s current school. These confidential recommendation forms should be mailed directly from your child’s current school.

3. **Transcript Request:**
   This form is to be signed by the student’s parent and mailed to his/her current school.

4. **Parent Interview:**
   Parent interviews are available by appointment Monday through Thursday, beginning in October. Please call Helen Jerome, Director of Lower School Admissions at 201-227-3104 to schedule your appointment.

5. **Class Visit:**
   The student is required to spend time in a class at the current grade level where he/she will participate in classroom activities. Students applying to 2nd through 4th grades will stay through recess and lunch.

6. **Entrance Examination:**
   **Grade 1:**
   Your child will be required to take the AABL test. Individual testing is administered at Dwight-Englewood School. Please call Nicole Ferrentino directly at (201) 227-3107 or email her at ferren@d-e.org.

   **Grade 2-4:**
   Students are required to take an entrance examination administered by the Educational Records Bureau (ERB). Individual testing may be administered by ERB at either the Dwight-Englewood Admissions Office or at their office in Manhattan. Please call ERB directly at (646) 503-2602 to make an appointment. You can visit their website at www.erblearn.org.
GRADE 5 APPLICATION CHECKLIST:

1. Application:
   Part A of this form must be submitted online along with the $75 non-refundable application fee to the Admissions Office prior to the parent interview.

2. Confidential Recommendation Forms:
   Current teacher and Counselor/Principal forms are required from your child's current school. These confidential recommendation forms should be mailed directly from your child's current school.

3. Transcript Request:
   This form is to be signed by the student's parent and mailed to his/her current school.

4. Parent Interview:
   Parent interviews are available by appointment Monday through Thursday, beginning in October. Please call Helen Jerome, Director of Lower School Admissions at 201-227-3104 to schedule your appointment.

5. Class Visit:
   The student is required to spend time in a 4th grade class where he/she will participate in classroom activities as well as recess and lunch.

6. Entrance Examination:
   Students are required to take the Independent School Entrance Examination (ISEE) administered by the Education Records Bureau (ERB). Testing dates at Dwight-Englewood are listed on page 6. Please check the ERB website at www.erblearn.org for other dates and locations. You may also call ERB directly at (646) 503-2602. When registering for the test, students must request that results are forwarded directly to Dwight-Englewood School (ISEE code 310355).

GRADERS 6-11 APPLICATION CHECKLIST:

1. Application:
   Part A (parent) and B (student) of this form must be submitted online along with the $75 non-refundable application fee to the Admissions Office prior to the parent and student interviews.

2. Confidential Recommendation Forms:
   Current Mathematics and English teachers and Counselor or Principal forms are required from your child's current school and should be completed after November 1 in order for the teachers to have a chance to assess the student's performance accurately. These confidential recommendation forms should be mailed directly from your child's current school.

3. Transcript Request:
   This form is to be signed by the student's parent and mailed to his/her current school. We require grades from the past two years as well as the most recent set of grades. These confidential recommendation forms should be mailed directly from your child's current school.

4. Student and Parent Interviews:
   Interviews with an Admissions officer for both students and parents are by appointment only Monday through Thursday beginning in October. Friday, January 8 is the last day for interviews. Please call our office at (201) 227-3102 to schedule your appointments.
   A tour of the campus with a student tour guide will also be part of this visit.

6. Entrance Examination:
   Students are required to take either the Independent School Entrance Examination (ISEE) administered by the Educational Records Bureau (ERB) or the Secondary School Admissions Test (SSAT) administered by the Secondary School Admissions Testing Board (SSATB). Testing dates at Dwight-Englewood for the ISEE are listed on page 6. Please check the ERB website at www.erblearn.org or the SSAT website at www.ssat.org for other dates and locations. Students must have their scores submitted directly to Dwight-Englewood by using D-E's ISEE test code 310355 or D-E's SSAT test code 2932.
Campus Visit Opportunities

Open Houses:
We hope you and your family will join us as guests for one of our upcoming Open House programs. We have planned these events to give you the opportunity to meet with faculty and current students, tour the campus, ask questions and investigate Dwight-Englewood School. Topics will include both academics and extra-curricular activities. Our campus is especially beautiful during the fall, so please take the opportunity to visit with us. Call the Admissions Office at (201) 227-3102 to register or visit our website www.d-e.org to register online.

Dates for our Open House events, which start in the Klein Campus Center, are:

Wednesday, October 21
7:00 - 9:00 pm
Middle and Upper Divisions - Parents and students

Saturday, November 14
1:00 - 3:00 pm
Lower Division - Parents only
Middle and Upper Divisions - Parents and students

Open Doors (All Grades):
These sessions are designed to give an overview of our School to interested families. They include a tour of the campus followed by an opportunity to speak with the Division Principal in a small group. Space is limited for each of these sessions so please R.S.V.P. online at www.d-e.org/visit. All programs start in the lobby of Graham House. Dates and times are listed below.

Dates are as follows:

Lower School (Pre-K through 5)
October 7 (9:15 am -11:15 am)
October 21 (9:15 am -11:15 am)
November 4 (9:15 am -11:15 am)
December 2 (9:15 am -11:15 am)
December 16 (9:15 am -11:15 am)

Middle School (Grades 6-8)
December 2 (11:15 am -1:15 am)

Individual Campus Visits for Students:
All of these are by appointment only and must be made one week prior to the visit.

Pre-K and Kindergarten:
Friday, December 11, 2015 is the date for Playgroup Screening sessions for applications received by December 9. These sessions will be approximately an hour in length. If needed, there will be an additional screening day offered on Friday, January 22 (snow date - Tuesday, January 26) for applications received after December 9.

Grades 1-5:
Students will be invited for part of the day in a classroom after the application has been submitted. These visits will commence in October. Students in Grades 2-5 will stay through lunch and recess.

Grades 6-11:
Students are required to come to campus for an interview with an Admissions officer. The application must be completed and submitted before scheduling an interview.
**Testing Information**

Testing for admission varies by grade, but is a requirement for all applicants with the exception of those students applying to the Pre-K3 program. Testing is just one piece of an applicant’s file, but can aid us in determining a student’s potential. Applicants’ files are not considered complete until test results have been received by the Admissions Office.

**Kindergarten - Grade 1:**
The AABL test is administered by Nicole Ferrentino at Dwight-Englewood School. Parents must call Nicole directly at (201) 227-3107 or email her at ferren@d-e.org to schedule an appointment.

**Grades 2 - 4:**
Enterance examinations are administered by the Educational Records Bureau (ERB) at either Dwight-Englewood School or at the ERB offices in Manhattan. Parents must call ERB directly at (646) 503-2602 to schedule an appointment. You may also go online at www.erbtest.com for more information.

**Grades 5-11:**
Students must complete either the Independent School Entrance Examination (ISEE) or the Secondary School Admission Test (SSAT) and request that results be sent to Dwight-Englewood. Dwight-Englewood is an ISEE testing site and will administer the ISEE on the following dates:

- November 7, 2015
- December 5, 2015
- January 9, 2016
- February 6, 2016
- March 5, 2016
- April 9, 2016
- May 7, 2016

All testing takes place on Saturdays in the Klein Campus Center, first floor. To register, go online at www.erblearn.org or call ERB at (646) 503-2602. Dwight-Englewood’s test site and school code number is 310355.

SSAT testing does not take place at Dwight-Englewood, but may be scheduled on the SSAT website at www.ssat.org. The SSAT school code for Dwight-Englewood School is 2932.

**Grades 6-11 Accepted Students Placement Testing:**
Placement testing for students who accept our offer of admission is scheduled for Saturday, April 30, and Saturday, May 7 at 8:00 am in the Klein Campus Center. Students will receive a notice after enrollment.
COST OF ATTENDANCE, FINANCIAL AID AND PAYMENT PLANS

TUITION AND FEES:
Tuition and fee rates are set each year by the Board of Trustees. Dwight-Englewood strives to keep our tuition as competitive as possible and recognizes the investment families are making in the education of their children. In fact, tuition does not cover the entire cost of a Dwight-Englewood education and the difference is offset by unrestricted funds given to the Annual Fund, endowment earnings and other revenues. Current tuition and fee rates vary by division and may be found on the website at www.d-e.org/tuition.

FINANCIAL AID:
We understand that the cost of a Dwight-Englewood education can be burdensome to families. In order to assist qualified, high-achieving students whose families could not otherwise afford an independent school education, Dwight-Englewood sets aside funds to help those families. These funds are distributed as need-based financial aid to families who demonstrate need.

APPLYING FOR FINANCIAL AID:
Regardless of admissions status, families who wish to be considered for financial aid are required to file a Parents’ Financial Statement (PFS) by January 15 and subsequent supporting documentation through the School and Student Service for Financial Aid (SSS), an organization that provides independent schools with sound information to help make financial aid awards fairly and equitably on the basis of need. Financial Aid applications received after this date will be considered on a case by case basis. Apply online at www.sssbynais.org.

All financial aid applications are reviewed by the Financial Aid Committee which sets policy and also reviews all awards. Final decisions on awards are made by this Committee. The Committee gives preference to families in the Middle and Upper Schools, while families applying to Lower School are limited to need-based financial aid that equals no more than half the cost of attendance for the Lower School. Once an award has been made, families must reapply every year in order to demonstrate continued need. A student who is placed on academic or disciplinary probation may become ineligible for financial aid.

Divorced or Separated Parents:
In considering applications for financial aid, the matter of divorce or separation of parents is a difficult one. The Financial Aid Committee must consider the assets and earnings potential of both parents, if living, before making any award, and cannot be bound by the assertion that one parent has disclaimed responsibility for educational expenses. Both parents are required to file the appropriate financial aid paperwork. If either parent has remarried, assets and earnings potential of the step-parent will be considered, always bearing in mind the obligation of that step-parent to his or her own natural children.
# Checklist

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<th>Requirements</th>
<th>Pre-K 3</th>
<th>Pre-K 4</th>
<th>Kindergarten</th>
<th>Grade 1</th>
<th>Grades 2-4</th>
<th>Grade 5</th>
<th>Grades 6-11</th>
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