



## Admissions Procedure

### 1. CAMPUS TOUR

Attend one of our Open Houses or call our Admissions Director, Colleen Sullivan, to schedule a private tour. You can tour the school and/or observe our classes in action. Private tours are scheduled on Tuesday - Thursday mornings on the weeks with no Open House

### 2. APPLICATION

Complete the Application for Admission and Parent Questionnaire and submit with your Application Fee. (\$100)

**Application Deadline:** Feb. 28, 2017

### 3. TEACHER RECOMMENDATION

We require 2 Teacher Recommendations. Please give one Teacher Recommendation form to:

- 1) Your child's current teacher
- 2) Another teacher or administrator who knows your child well

Include a stamped envelope addressed to:

Gateway School Admissions  
126 Eucalyptus Ave.  
Santa Cruz CA 95060

Please note that Teacher Recommendations cannot be hand delivered; they must be mailed directly to Gateway School by the teacher.

### 4. SCHOOL RECORDS

Sign the Records Release form and give it to your child's current school. We require school report cards/progress reports from the past 2 years, including standardized tests if available. If application deadlines are approaching, feel free to bring us copies of your originals.

### 5. ADMISSIONS ASSESSMENT

**1st – 5th Grade Applicants:** Your child's assessment will take place during his/her school visit.

**6th- 8th Grade Applicants:** Scheduled during School Day Visit if application is submitted.

### 6. SCHOOL DAY VISIT *(1st - 8th grade applicants)*

Schedule your child for a visit in the classroom of his/her current grade. During this visit, your child will take part in all classroom activities.

### 7. EVALUATION AND NOTIFICATION

Applications will be evaluated when all the steps are complete and all materials have been received. Our Admissions Committee will meet to discuss your child's candidacy. If you have applied within our regular admissions season, an admissions letter will be mailed to you in mid-March 2017. If you have applied outside of our regular admissions season, the Director of Admissions will notify you when a decision has been made.

# Gateway School



## Financial Aid at Gateway School

### Financial Aid at Gateway

Funding an independent school education is a major investment in your children's future. Gateway's commitment to providing financial aid is founded in our belief in building a diverse community of students and families. The program is supported by our Board of Directors and funded through grants and generous donations of our families and alumni who believe in the value of a Gateway education. The program's goals are to provide qualified students the opportunity to obtain a Gateway education and to enrich our student body with qualified students from a broad range of social & economic backgrounds.

### What type of assistance is available?

Financial assistance is available in the form of grants, which do not need to be paid back.

### How does Gateway determine need?

Gateway follows financial aid guidelines established by an independent organization, FAST (Financial Aid for School Tuition), in determining need. FAST uses a formula that takes into account the costs of housing, food, clothing, transportation, insurance and other non-discretionary expenses to calculate the amount of discretionary funds a family has to spend on a child's education. Gateway funds a portion of that need based on available funds. Financial aid applications and family data are completely confidential and independent of admissions decisions.

### Will my family qualify?

Qualification depends on several factors: household income, assets, financial obligations and number of dependents. We invite every family to apply for financial aid.

### What if my family doesn't qualify for financial aid?

We offer a 10-month payment plan that allows families to extend tuition payments over the school year.

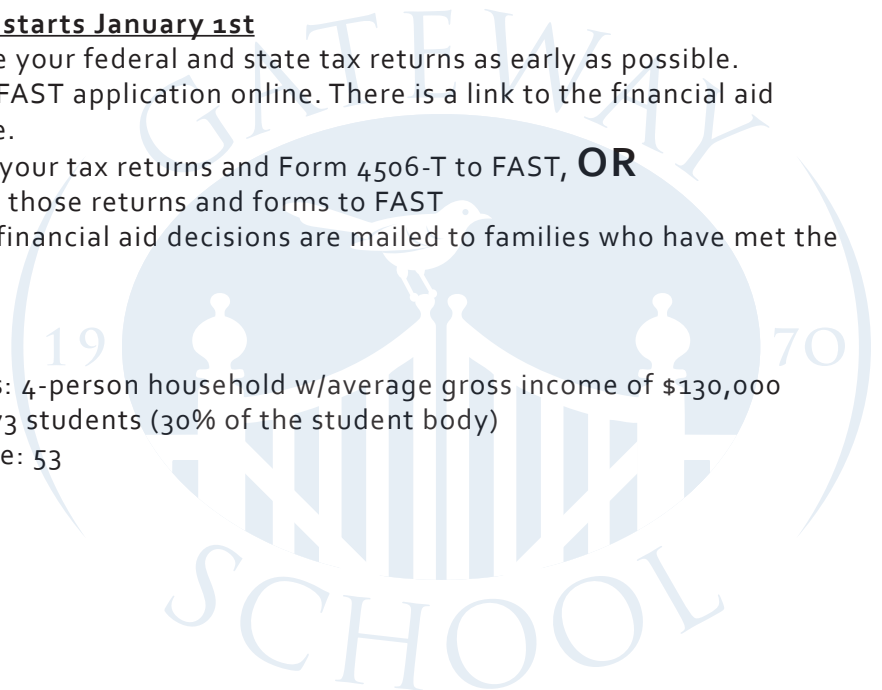
### How do I apply?

Key Dates:

- **Financial aid application season starts January 1st**
- **By January or February 2017:** File your federal and state tax returns as early as possible.
- **By February 15th:** Complete the FAST application online. There is a link to the financial aid application on the Gateway website.
- **By February 25th:** Mail a copy of your tax returns and Form 4506-T to FAST, **OR** by **February 28th:** Scan and upload those returns and forms to FAST
- **March 2017:** Enrollment offers & financial aid decisions are mailed to families who have met the financial aid deadlines.

### At A Glance:

- Profile of average financial aid recipients: 4-person household w/average gross income of \$130,000
- Average # of students receiving grants: 73 students (30% of the student body)
- Average # of families receiving assistance: 53
- Average grant amount: \$6,153



Please attach  
Student's photo  
(here) or email



<b>OFFICE USE ONLY</b>
Fee _____
Date Recd _____
Check _____ Cash _____
DB _____ Eml _____
CL _____ Spsht _____

## APPLICATION FOR ADMISSION

**Please include:**  \$100 non-refundable application fee

**Return forms with application fee to the Admissions Office: Gateway School, 126 Eucalyptus Ave. Santa Cruz, CA 95060**

*Gateway School is committed to recognizing the rich diversity of our students. If you have any questions about any of the information we are collecting, please don't hesitate to discuss with us.*

**For Academic Year:** \_\_\_\_\_ **Applying for Grade:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Student's Name:** \_\_\_\_\_

First

Middle

Last

(Nickname)

**Birth date:** \_\_\_\_\_

**Address:** \_\_\_\_\_

Street

City/State

Zip

**Home Phone:** ( ) \_\_\_\_\_ **Cell:** ( ) \_\_\_\_\_ **Email:** \_\_\_\_\_

**Gender:** \_\_\_\_\_ Female \_\_\_\_\_ Male \_\_\_\_\_ Decline to State \_\_\_\_\_ Something else (please share here) \_\_\_\_\_

**Child's preferred gender pronoun:** \_\_\_\_\_ She \_\_\_\_\_ He \_\_\_\_\_ They \_\_\_\_\_ Something else (please share here) \_\_\_\_\_

**Child's sex listed on birth certificate** \_\_\_\_\_ Female \_\_\_\_\_ Male \_\_\_\_\_ Intersex/Other (See below if you wish to share details)

*You may share this information privately via an attached note or set up a time to discuss this in person. This information will be kept private and confidential and will not affect your child's enrollment.*

### Ethnic Identity (optional)

African American

Asian American

Caucasian

Latino/Hispanic Amer.

Middle Eastern American

Multiracial American

Native American

Pacific Island. Amer.

### FAMILY INFORMATION

Parent/ Guardian 1

Student's primary residence

Parent/ Guardian 2

Student's primary residence

\_\_\_\_\_  
Full Name

\_\_\_\_\_  
Full Name

\_\_\_\_\_  
Address (if different from Applicant's)

\_\_\_\_\_  
Address (if different from Applicant's)

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Profession/Position Place of Employment

\_\_\_\_\_  
Profession/Position Place of Employment

\_\_\_\_\_  
Home Phone Business Phone

\_\_\_\_\_  
Home Phone Business Phone

\_\_\_\_\_  
Cell Phone Email

\_\_\_\_\_  
Cell Phone Email

Parents

Married  Divorced/Separated  Single  Domestic Partners  Mother Deceased  Father Deceased

In the case of divorced or separated households, correspondence from the school should be sent to:

\_\_\_\_\_  
Name(s)

Language(s) most often spoken at home \_\_\_\_\_

## SCHOOLS ATTENDED

Current School	Grades Attended	Current Teacher	
Address	City	State	Zip
Telephone			

## Previous School(s)

Name	City/State	Grades Attended
Name	City/State	Grades Attended

Has the applicant ever been dismissed, suspended, withdrawn or subject to disciplinary action from any school? If yes, please provide details.

## SIBLINGS

Name	Birth date	School	Grade
Name	Birth date	School	Grade
Name	Birth date	School	Grade

## ALUMNI

 List any relatives or friends who have attended Gateway School:

Name	Year Graduated	Relationship to Applicant
Name	Year Graduated	Relationship to Applicant

## GRANDPARENTS

 Please tell us who to inform about "Grandparents Day"

Name	Relationship	Address	Email
Name	Relationship	Address	Email

## ADDITIONAL INFORMATION

 How did you hear about Gateway School?

**Preschool:** \_\_\_\_\_ **Personal Referral:** \_\_\_\_\_  
**Camp Gateway:** \_\_\_\_\_ **Sentinel:** \_\_\_\_\_ **Growing Up In Santa Cruz:** \_\_\_\_\_  
**Gateway Website:** \_\_\_\_\_ **GreatSchools.org:** \_\_\_\_\_ **Facebook:** \_\_\_\_\_ **Radio (KAZU):** \_\_\_\_\_

*Gateway School's admissions and financial aid policies do not discriminate on the basis of race, gender, sexual preference, ethnic origin, disability, marital status, religion, creed or similar factors. This policy applies to all areas of student concerns: admissions, athletics, educational policies, financial aid, and other school administered programs.*

**I have read and understood the above application in its entirety.**

<b>Parent/Guardian Signature</b>	<b>Date</b>
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## PARENT QUESTIONNAIRE

Legal Guardian's Name: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_ Applying for Grade: \_\_\_\_\_

- I have attended a tour/open house on \_\_\_\_\_ (month/day/year).
- I have not attended a tour/open house. Please contact me to set up an appointment.

This information is considered to be **confidential** by the Admissions Director. Please feel free to use additional paper if necessary.

1. Why are you interested in having your child attend Gateway School?  
(active learning, small class size, nurturing environment, location, etc.)

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2. Please describe your child and include his/her strengths and challenges.

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3. What are your child's social skills and challenges?

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4. What are your child's favorite and least favorite school subjects?

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5. How did you first hear about Gateway School and who encouraged you to apply?

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6. Does your child learn better with highly structured assignments or does your child do better when assignments are open-ended?

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7. Please describe any special circumstances that have affected your child's performance in school. (For example, particular learning difficulties, illness or physical issues, or frequent changes of homes or schools.) This information helps us to get to know your child better.

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8. We encourage parents to volunteer at Gateway. Please list any special interests or talents that you may have.

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9. Please describe your (and if applicable, your spouse/partner's) educational history and/or commitment to life-long learning.

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Thank you for your interest



## TEACHER RECOMMENDATION

(grades 1-8)

**To The Parent:** Please fill out the first section and give this form to your child's current teacher (or another teacher/administrator who knows your child well), along with a stamped envelope addressed to: Gateway School Admissions, 126 Eucalyptus Avenue, Santa Cruz, CA 95060. Please do not hand-deliver the report; the teacher will mail the report directly to Gateway School. Thank you!

Applicant: \_\_\_\_\_ Teacher: \_\_\_\_\_  
 Grade \_\_\_\_\_ School: \_\_\_\_\_  
 Date: \_\_\_\_\_ School Phone: \_\_\_\_\_

Applying to \_\_\_\_\_ Grade in September, 20 \_\_\_\_\_  
 .....

**To The Teacher/Administrator:** This student is applying for admission to Gateway School. Your candid estimate of his/her academic performance and qualities as a person will help the school in making its determination. Please add additional comments on the back. **Your comments are strictly confidential and will not be a part of the student's permanent record. Please return this survey directly to the school by mail. We sincerely thank you for your time!**

How long have you known the candidate? \_\_\_\_\_ In what grades? \_\_\_\_\_

Subject(s) you taught applicant \_\_\_\_\_

**ACADEMIC AND PERSONAL EVALUATION:** Please check the appropriate ratings

	Limited	Fair	Average	Good
Academic potential				
Academic achievement				
Ability to work in a group				
Ability to work alone				
Participation in discussion				
Uses time				
Attention span				
Maturity in terms of age and grade				
Integrity				
Consideration of others				
Social adjustment with peers				
Adult interactions				
Leadership potential				
Initiative				
Classroom conduct				
Sense of humor				
Self confidence				
Fulfills responsibilities				
Attendance				
Homework				
Creativity				
Critical and abstract thinking				

Please comment on this student's behavior in the classroom. (eg., approach to work, ability to work with others, attention span, adaptability and stamina, attitude, etc.)

Please comment on this student's reading and writing skills.

Please comment on this student's math skills.

Does this student receive any special services or additional tutoring?

Is this student in good standing and eligible to remain at your school next year? Yes \_\_\_\_\_ No \_\_\_\_\_

What is the recommended grade level for the coming year? \_\_\_\_\_

Specific recommendation:

Highly recommended \_\_\_\_\_

Recommended \_\_\_\_\_

Recommended with reservation \_\_\_\_\_

Prefer not to make a recommendation \_\_\_\_\_

Please call for more information \_\_\_\_\_

Are the parents involved in the student's school experience? Do they participate in the life of the school? In what ways?

Additional comments:

Form Completed by (print name) \_\_\_\_\_

Your signature \_\_\_\_\_

Phone \_\_\_\_\_

Date \_\_\_\_\_





## RECORDS RELEASE

### TO: PARENTS

Please complete and sign the **top section** of this form and give it to the registrar/records office at your child's **current school**. Thank you!

Date \_\_\_\_\_

Name of Student \_\_\_\_\_

Current Grade \_\_\_\_\_

Parent Signature \_\_\_\_\_

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### TO: REGISTRAR

The above named student is **applying for admission** to Gateway School. Please release **copies** of report cards and standardized testing results from the **past two years** to:

Gateway School Admissions  
126 Eucalyptus Avenue  
Santa Cruz, CA 95060  
(831) 454-0843 FAX  
(831) 423-0341 Main office

Thank You!  
Gateway School Admissions Office



## 2017-2018 TUITION

### Total Tuition

Total tuition covers all costs for sending a child to Gateway, including books, supplies, technology, and fieldtrips.

**Tuition for Grades K-4: \$21,110.00**

**Tuition for Grades 5-8: \$22,690.00**

### Tuition Assistance:

Families needing assistance with tuition can apply through the FAST (Financial Aid for School Tuition) program. Instructions and an online application are available on the school website or you can contact Business Manager, Rima Dunton, ext. 308 for more information. Tuition Assistance grants are made based upon need and are independent from admissions decisions.

### Payment Plans:

There are several tuition payment plans available, some of which may carry a discount

**Annual Payment Plan:** Tuition payment in full by May 30<sup>th</sup> – 2% discount (if student is fully enrolled by the enrollment deadline)

**Semi-Annual Payment Plan:** Tuition payment in two installments, May 30<sup>th</sup> and November 30<sup>th</sup> – 1% discount (if student is fully enrolled by the enrollment deadline)

**Monthly Payment Plan:** Monthly – ten installments, June through April, through the Smart Tuition Management program

### Additional Fees:

**Smart Tuition Management Service Fee: \$50 per family, mandatory fee**

**Tuition Insurance Fee: \$375 per student, mandatory for Semi-Annual and Monthly Plans**

*Tuition generally increases from 4-6% annually to cover cost of living adjustments.*

*If you have any questions please contact Colleen Sullivan,  
Admissions Director at 423-0341, ext. 302.*