

APPLICATION PROCESS

PARENT INTERVIEW / TOUR

Call the Admissions Office at (303) 762-8300 to schedule a tour and interview.

During this appointment we get to know you, your child and to answer questions you may have. We strongly recommend that Lower School and Middle School applicants attend an SMA open house or schedule the parent visit prior to scheduling their child's visit day and submitting an application. (If you live outside the Denver area, we are happy to schedule the parent and student visits and interviews on the same day.)

Parents of High School applicants are encouraged to schedule the parent interview on the same day as their daughter's visit; these interviews are typically held at the beginning or end of the student's day at SMA.

STUDENT VISIT

Student visits (sometimes called a Shadow Day) are required for all applicants. Call the Admissions Office at (303) 762-8300 to schedule this visit. In the 2011-2012 school year, High School visits begin September 19; Middle School and Lower School visits begin November 8.

APPLICATION

We strongly recommend that your application be submitted during the winter preceding the year of desired entry to SMA. A completed application, along with the \$60 application fee, can be mailed or dropped off at the school. Our mailing address is 4545 S. University Blvd., Englewood, CO 80113.

The application deadlines are:

Grades 9 through 12: December 19, 2011

Grades 6 through 8: January 20, 2012

Kindergarten through Grade 5: January 31, 2012

After these dates have passed, applications will be considered as space allows.

STUDENT ESSAY AND PROFILE

Applicants for Grades 2 through 12 should complete this form without assistance.

TEACHER RECOMMENDATIONS

One teacher recommendation is required for applicants for Kindergarten and Grade 1. Two teacher recommendations are required for applicants for Grades 2 through 12.

Applicants should use the recommendation forms that are applicable to the group of schools to which they are applying. High School applicants who are applying to other Catholic high schools should use the Catholic school recommendation forms and records request. Applicants who are applying to other independent schools should use

the Association of Colorado Independent Schools (ACIS) forms. If you are only applying to St. Mary's Academy please use the ACIS forms. Contact the Admissions office at any time with questions or concerns.

TRANSCRIPT/RECORDS

Please use the Transcript Request form that best applies to your child. This form should be given to the registrar at your child's current school in order for us to receive an official copy of your child's transcript/records. *Kindergarten applicants' progress report will serve as the transcript/record.*

NOTIFICATION

After review by our Admissions Committee, decisions will be mailed on the following dates:

Grades 9-12: February 16

Grades 6-8: February 27

Grades K-5: March 5