



Admissions Application Grades 2 - 8

Steps in the Admissions Process:

1. Parents meet with a member of the Admissions Department to discuss their child's school history and the assistance that Calgary Academy/Calgary Academy Collegiate might provide. If parents choose to place their child on the waiting list, we ask that they complete the admissions application as soon as possible, supplying all relevant documents. Parents are notified by mail regarding waiting list status and space availability.
2. A file review is completed to determine eligibility for admissions.
3. When a suitable position becomes available, the prospective student meets with the Director of Admissions to complete an academic needs assessment and personal interview.
4. Enrollment is confirmed after consultation with the Admissions Committee, subject to availability.

A child is placed on the waiting list based on the date that the deposit is received.

Please note:

A student's name may be placed on the waiting list before parents have met with a member of the Admissions department. A deposit secures a space on the waiting list. However, a position on the waiting list does not guarantee placement.

When a position becomes available, we must consider the specific needs of the prospective student in relation to the needs of the other students in already established classroom groupings. Therefore, when a student is offered a position, we believe that this student's needs can be met in the classroom in which the position is available. Hence, placement cannot always be defined as "first come, first served". Placement is dependent upon the suitability of the position for a specific student.

The decision as to appropriate program placement is only made following the assessment and final file review.

ADDITIONAL INFORMATION

If necessary, please use the back of this page.

1a. As an individual, what are your child's strengths? _____

1b. Weaknesses? _____

1c. What are your child's academic strengths? _____

1d. What are your child's academic weaknesses? _____

2. How does your child acknowledge his/her learning needs? _____

3. Comment on your child's current motivation to attend school. _____

4. List your child's hobbies and after-school activities (including after-school employment). _____

5. Have there been any traumatic events in your child's life? If yes, explain. _____

6. Has your child had extended or frequent absences from school? If yes, explain. _____

7a. How does your child feel about attending a private school? _____

7b. If there are any concerns, please elaborate. _____

8a. Is discipline an issue at home? _____ If yes, explain. _____

8b. At school? _____ If yes, explain. _____

9. Has your child ever been under the care of a counselor, psychologist, or psychiatrist?*

Please list reason(s) and diagnosis. _____

Please list name(s) & phone number(s) of service provider(s) & duration and frequency of service(s).

* Service providers will not be contacted without parental permission.

10. Has your child had (or been recommended to have) speech/language support? _____

OT Support? _____ PT Support? _____

If necessary, please use the back of this page.

11. Has your child ever been hospitalized? Name of Facility _____
Reason(s) _____

12. Does your child take medication(s)? _____ If yes, please complete the table below.

Current Medication	Reasons	Dosage	Frequency

13a. Has your child ever received treatment for drug or alcohol abuse? If yes, explain. _____

13b. Does your child smoke? _____

14. Are there any physical limitations that will require specialized equipment or services for your child? _____

15. To whom does your child relate best and why? _____

16. Please list the name(s)/phone number(s) of people that we may contact for further information about your child. _____

17. Please indicate how you learned of Calgary Academy/Calgary Academy Collegiate

- current or former parent/student
- current or former staff member
- print media (newspaper/yellowpages)
- radio/tv
- website
- other _____ (please specify)

18a. Why have you selected Calgary Academy/Calgary Academy Collegiate? _____

18b. What are your expectations for your child while a student at Calgary Academy/Calgary Academy Collegiate? _____

19. If there is any additional information that you feel is important for Calgary Academy/Calgary Academy Collegiate to know, please elaborate here. _____



Please rate your child on the following qualities:

	Excellent	Average	Poor
Cooperation			
Motivation			
Concentration			
Self-discipline			
Intellectual curiosity			
Initiative			
Participation			
Creativity			
Responsibility			
Leadership			
Peer Relations			
Self-advocacy			
Self-evaluation			

	Excellent	Average	Poor
Punctuality			
Attendance			
Organizational skills			
Time management			
Test-taking			
Note-taking			
Study strategies			
Math			
Spelling			
Writing			
Reading			
Homework			

EDUCATIONAL HISTORY

Student entered first grade on _____ at age _____
 (month/year)

Please circle any grades that your child may have repeated. Be as specific as possible as to program and progress.

Grade	Years Attended	School Name/Location	Program (Regular class, some resource help, full time resource, etc.)	Progress (Satisfactory, retained, passing grades with resource help, etc.)
1	____ to ____			
2	____ to ____			
3	____ to ____			
4	____ to ____			
5	____ to ____			
6	____ to ____			
7	____ to ____			
8	____ to ____			

The full disclosure of your child’s history of needs, especially those organically or emotionally based difficulties which may have necessitated the use of medication or therapeutic intervention, is essential to making sound admissions decisions and to arrange necessary supports for success within our program. If the disclosure of pertinent information is not made until after admission, a decision could be made subsequently that your child’s placement is not suited to the available support. We encourage confidential but open dialogue throughout the admissions process so that we can be assured that Calgary Academy/Calgary Academy Collegiate will develop a program to maximize your child’s opportunities for success.

Please Note: If your child is subject to a joint-custody agreement, Calgary Academy/Calgary Academy Collegiate requires signatures from both parents on this application.

Signature _____ Date _____

Signature _____ Date _____





Educational Services Screening Inventory

Indicate if the item below is true (T) or false (F) or unknown (U) about your child.

- _____ 1. My child is ambidextrous (neither hand is dominant) or cross-dominant (dominant hand, eye, and foot on different sides of the body).
- _____ 2. My child confuses time concepts, “forgets” how to find his/her way around.
- _____ 3. My child confuses left and right or shows reversals in reading and writing.
- _____ 4. My child has difficulty matching identical forms, letters, words, etc. or in seeing likenesses and differences.
- _____ 5. My child has poor manual dexterity or pencil/crayon or scissor work.
- _____ 6. My child is generally awkward or clumsy or has balance problems.
- _____ 7. My child has immature speech, articulation or sentence structure.
- _____ 8. My child has difficulty distinguishing between similar sounds or similar sounding words.
- _____ 9. My child has difficulty finding the exact word he/she wants to use.
- _____ 10. My child has difficulty recalling or relating precisely a past event or sequence.
- _____ 11. My child seems to misunderstand the obvious intent of simple statements or questions.
- _____ 12. My child is a poor listener or instruction follower or has a very short attention span.
- _____ 13. My child learns much easier (& within the average range) in some subjects but not in others.
- _____ 14. My child is far below (30% or more) his/her age mates in all academic areas.
- _____ 15. My child learns very slowly but shows relatively steady growth in all subjects.
- _____ 16. My child only uses/understands words more typical of much younger children.
- _____ 17. My child obtained a score of 75 or less on an IQ test.
- _____ 18. My child has an immature fund of general, everyday information about the world.
- _____ 19. My child seems socially immature.
- _____ 20. My child intentionally tries to harm or hurt other children or animals.
- _____ 21. My child argues or fights with little provocation.
- _____ 22. My child defies rules openly.
- _____ 23. My child shows a lack of respect for authority.
- _____ 24. My child seems disruptive or pushy or throws temper tantrums.
- _____ 25. My child seems uncooperative or rowdy in group settings or activities.
- _____ 26. My child will not often initiate or join activities with others on his/her own.
- _____ 27. My child withdraws from peers or tries to keep separated from peers.
- _____ 28. My child seems to passively allow him/herself to be ignored, bothered, teased or put down
- _____ 29. My child seems overly fearful or reluctant or unwilling to try.
- _____ 30. My child seems sad, unhappy, depressed or listless.
- _____ 31. My child seems uncertain or dependent.
- _____ 32. My child can learn in most areas when interested but usually does not choose to do so.
- _____ 33. My child does not seem to value grades or schoolbook knowledge.
- _____ 34. Our family has moved frequently.
- _____ 35. My child appears to have little interest in non-school activities.
- _____ 36. My child uses non-typical vocabulary or inaccurate grammar.
- _____ 37. My child has a history of truancy or school phobia or repeated tardiness.



2009/2010 REQUIRED FEES

TUITION

Calgary Academy: \$13,754.00

Calgary Academy Collegiate: \$8,643.00

Tuition costs are OUT-OF-POCKET costs to parents and are net of any grants we receive from Alberta Education. There are no further rebates or discounts to tuition fees. Tuition costs for the 2010/2011 year will be set in July 2010.

Parents may choose one of three payment schedules.

Schedule 1: Deposit of \$950.00 payable upon application for enrollment. (\$700.00 is applied towards tuition). Balance to be paid in full by mid-September.

Schedule 2: Deposit of \$950.00 payable upon application for enrollment. (\$700.00 is applied towards tuition). 50% of tuition balance payable by mid-September. The balance of tuition to be paid on or before mid-January. A \$250.00 financing charge is levied to those choosing schedule 2.

Schedule 3: Deposit of \$950.00 payable upon application for enrollment. (\$700.00 is applied towards tuition). Equal monthly payments (submit post-dated cheques) to be made on the 15th day of each month, commencing Sept. 15th and continuing such that the balance of tuition is paid in full on or before June 15th. A \$500.00 financing charge is levied to those choosing schedule 3.

FAMILY INITIATION FEE

The Family Initiation Fee is a one-time, non-refundable \$1500 fee that replaces the Student Enrollment Bond (SEB). Families who are already in attendance will not be impacted. However, in the future regardless of how many children you enroll there will be a one-time \$1500 Family Initiation Fee.

TECHNOLOGY INTEGRATION FEE

All Calgary Academy/Calgary Academy Collegiate students are required to pay a Technology Integration fee of \$500.00 per year. This fee is used for IT support, hardware/software, printers, paper and toner costs, and overall computer system maintenance.



TRANSPORTATION SERVICES

Busing is only provided where there are sufficient students in a community to warrant service. Busing routes are determined before the start of the school year. Pick-up/drop-off points are determined by a safety officer. Routes are planned to maximize efficiency. As a result, students that live farthest from the school are picked up first and dropped off last. Busing fees for the 09/10 school year are 1600.00 per student/ route. Busing fees for the 2010/2011 school year will be set in May, 2010. Busing is optional.

USER PAY CONCEPT

Of students attending Calgary Academy, a small percentage require *significant* amounts of 1:1 instruction. In some cases, this requirement can be detected prior to enrollment for a given child. In other cases, the specific requirements of the student will be evaluated by the instructors and the academic dean.

When a student requires this type of extra support, an additional fee will be charged. If there is a need for this additional support, parents will be notified as soon as possible in the school year. Costs associated with this additional support will be discussed with the parents at that time.

BURSARY SUPPORT

There are a limited number of bursaries available to assist economically-disadvantaged families. If you require a bursary, please call the school and ask for a "Request for Financial Assistance" form. Application deadline is April 15. A bursary request is only considered *after* a child has been accepted. *If needed, please submit the bursary application with the admissions application.*

MEDICAL TAX CREDITS

Out-of-pocket tuition costs for parents of students may be claimed as medical tax credits if certain conditions are fulfilled. To be eligible for medical tax credits, parents must submit a letter written by a medical doctor or chartered psychologist with their income tax form. The letter must clearly state that the student has a specific learning problem that has a physiological origin and, as such, requires the service of the personnel at Calgary Academy. The letter must be dated prior to the student's enrollment at the Calgary Academy.

Although some parents have been successful in accessing medical tax credits through this procedure, we do not guarantee success. Please contact your tax advisor for clarification. If your medical or psychological consultant requires more information, please have him/her contact Peter Istvanffy.

A Final Checklist:

To ensure that you have all the necessary information and documents, we have provided a checklist. An incomplete form will result in a processing delay of your child's application.

- 1. \$950.00 enrollment deposit /processing fee
- 2. a copy of your child's birth certificate
- 3. a recent photo of your child
- 4. your child's Alberta Health Care number
- 5. your child's Alberta Education Student Identification number
- 6. all questions completed on the application form
- 7. copies of previous report cards (DO NOT send originals.)*
- 8. copies of IPPs
- 9. your child's results from Provincial Achievement Tests
- 10. copies of a recent Psychological-Educational assessment**
- 11. a completed copy of the Educational Services Screening Inventory
- 12. a completed bursary application (if applicable)
- 13. Additional (if necessary) _____

***For students applying to grades 2-6, please submit copies of all former progress reports**

For students applying to grades 7-8, please submit copies of former progress reports from grade 4 - 6.

****Before acceptance can be confirmed, parents of students in Calgary Academy must submit the results of a psychological-educational assessment. This assessment can be no more than 12 months old.**

As well, should it be determined that a child in Calgary Academy Collegiate requires classroom or exam accommodations, parents will be notified to submit the results of a psychological-educational assessment. This assessment can be no more than 12 months old.

