

THE ATRIUM SCHOOL ADMISSION PROCESS

- ✦ **Tours** (September – January)
We offer scheduled tours by appointment on most mornings at 9:00 and 10:30 a.m. Tours are generally 40 minutes long.
- ✦ **Open Houses**
Open Houses offer parents the opportunity to speak to teachers, parents and administrators while observing classrooms in session. This year's Open Houses are held once a month. Refer to our website for an updated admission calendar.
- ✦ **Parent Interview**
Parents who intend to apply to the school must schedule a parent interview. The interview may be scheduled to coordinate with a tour and are generally 30 minutes long. All parent interviews must be completed by January 15th.
- ✦ Return completed **Application Form** with a \$50, Non-refundable application fee by January 15th.
- ✦ Please give the **Student Evaluation Form** to your child's teachers and have the teacher return it directly to us by January 15th.
- ✦ All applicants will be scheduled for a **Visiting Day**. These visits will be scheduled in January or February. The admission Office will contact you with a proposed date for your child's visit.
- ✦ Decision letters are mailed on **March 10** to families whose applications are completed during the regular admissions season.
- ✦ Please Complete **Financial Aid Forms** by January 30. You may request financial aid forms by checking the appropriate box on the application or by calling the Business Manager's Office.
- ✦ We welcome all information you can submit about your child. To make an informed decision about your child's needs and how the Atrium can best serve your child, copies of all educational testing must be submitted with your application.