

Admissions Checklist for Applicants

Date Due	Enterin g Grade	Item	Description	Completed
Tuesday, January 15, 2008	K-8	Application Form	Complete the application form and return to AJA Office along with the non-refundable \$100 application fee, student photo and family photo.	
Thursday, February 14, 2008	K-8	Tuition Assistance Application	If Tuition Assistance will be needed, complete the Tuition Assistance application including submitting all tax information.	
Tuesday, January 15, 2008	K-8	Teacher Questionnaire Forms	Give reflection forms and enclosed envelopes to child's current teacher(s) to be completed and mailed directly to AJA. K: preschool teacher 1-5: primary teacher and one other teacher who has worked with your child. 6-8: Language Arts teacher, Math teacher, and one additional teacher who has worked with your child.	
Tuesday, January 15, 2008	K-8	Release of Records Form	Complete Release of Records Form and submit to AJA with the application.	
Various Dates	1-8	Classroom Visit	AJA will contact you to schedule a time for your child to visit the school and participate in admissions screening / placement procedures.	
Friday, March 7, 2008	K-8	Acceptance Letters Mailed	When all materials have been received and evaluation is completed, you will receive a notification of acceptance status and enrollment materials if applicable.	
Monday, March 24, 2008	K-8	Enrollment Materials Due	Once your student is accepted you will then return the completed enrollment materials.	

The dates shown in the checklist must be met for priority application. After the dates shown, applications are considered on a space-available basis.