

Dear Applicant and Family:

We are pleased that you are interested in St. Paul Academy and Summit School and look forward to getting to know you better throughout the admission process. Enclosed are the forms and information necessary to complete an application to SPA. If you have any questions, please contact the Admission Office. We encourage you to submit each part of the application as it is completed. **We request that the entire application be received in the Admission Office on or before February 1.** In addition, please schedule an interview as soon as possible, and no later than February 1.

Late applications will be accepted, but preference will be given to those applications that are completed by February 1. Please encourage your school administrator and teachers to return their forms to SPA as soon as possible. The Admission Committee meets throughout February and March, and our admission decisions are mailed on March 31. Please do not hesitate to contact us with any questions about SPA or the admission process.

Warm regards,

Heather Cameron Ploen

Director of Admission and Financial Aid

APPLICATION PROCESS CHECKLIST FOR MIDDLE/UPPER SCHOOL (6-12)

To be completed by February 1, 2017:

- Biographical Information Form
- Non-refundable fee of \$75.00
- Student Questionnaire
- English Teacher Evaluation Form
- Math Teacher Evaluation Form
- School transcript
- Schedule family tour and student visit
- Schedule applicant testing
- Intent to Apply for Financial Aid Form (if applicable)

To be completed by February 15, 2017:

- Submit all necessary financial aid documents (if applicable).
For more information visit www.spa.edu/admission.

SPA is committed to the principles of diversity, and the school strictly prohibits discrimination on the basis of race, ethnicity, class, age, marital status, gender, disability, religion, sexual orientation, or any other protected class pursuant to applicable law.