

## Checklist

### Attend a Campus Tour – throughout the fall

Small-group tours for parents looking at Grades 1 – 5 are held on select mornings starting at 9:00 am. The entire visit lasts roughly 1½ hours. Tours are conducted by members of the Admissions Team. Because tours tend to be parent focused, we ask that parents arrange to come without their children. An Open House will be held on Friday, December 8, as an overflow event to accommodate parents who have not had an opportunity to attend a small-group tour.

Tours are by appointment only and can be scheduled online at [http://wis.schooladminonline.com/portal/new\\_inquiry](http://wis.schooladminonline.com/portal/new_inquiry) or by calling the Admissions Office at (202) 243-1815. The Primary School is located at 1690 36<sup>th</sup> Street, NW (between Reservoir and R Street). On the day of your tour, please park on the street, as all the spaces on campus are reserved for faculty. Two-hour parking is available on 36<sup>th</sup> and R Streets.

### Submit an Application and Application Fee – due Friday, January 5

You will use the online Admissions Portal to manage your application process. You can complete the application and pay the application fee at <http://wis.schooladminonline.com/portal>. Each application should be accompanied by a \$75 application fee. Families who are re-applying within one calendar year pay a reduced application fee of \$50. Families applying for financial aid pay a reduced application fee of \$25.

### Schedule Admissions Testing – January 6 or 20 & February 6 (if applicable)

Applicants to Grade 2 will have WIS-administered Admissions Testing in English and math. If the applicant is applying to one of the dual-language programs, a language screening in French or Spanish is required. Admissions Testing will occur on Saturday, January 6 or Saturday, January 20, and the language screening will take place on Tuesday, February 6. Parents of local applicants should schedule their child's testing dates on the Admissions Portal. Out-of-town applicants who are not able to visit WIS will provide testing contact information on the Admissions Portal and we will send the Admissions tests to the student's current school.

### Submit the Parent Questionnaire – due Thursday, February 1

The Parent Questionnaire helps us to get to know your child from your perspective. The form is available on the WIS Admissions Portal.

### Request a School Recommendation – due Thursday, February 1

Submit a teacher recommendation request on the Admissions Portal. You will be required to provide the email address of the applicant's current teacher. To ensure confidentiality, the teacher recommendation will be sent directly to WIS and will not be shared with the parents or students.

### Request Grades and/or School Reports – due Thursday, February 1

Parents can download a Transcript Request Form from the Admissions Portal in order to request records from the applicant's current school. Please be sure to request grades and/or reports from both the current and previous school year. The reports will be sent directly to WIS by the current school.

### Submit WISC Test Results – due Thursday, February 1

The WISC-V test (Wechsler Intelligence Scales for Children) or similar form of testing is required for Grade 2 applicants. Parents should upload the report directly to the Admissions Portal. See the WIS web site for a list of possible local psychologists/testing sites offering the WISC test. Please note that it is not required that you use one of the psychologists/testing sites from the list. Parents should try to secure the WISC in their child's strongest language. Early scheduling is strongly encouraged to ensure that your child's test results will be available no later than Thursday, February 1, 2018.

### Optional – Evaluations, Assessments, and Standardized Tests – due Thursday, February 1

Parents may choose to supplement the application by submitting teacher evaluations, assessments, or other standardized test results. Supplemental material may be uploaded to the Admissions Portal.

### Optional - Parent Appointments

Parents typically meet with the Director of Admissions and Financial Aid during their small-group tour. However, occasionally parents would like to speak with the Director on an individual basis to discuss a special situation or circumstances that require a one-on-one meeting. WIS does not require parent interviews. To schedule an individual appointment, please contact the Admissions Office at (202) 243-1815.

### Decision Notification – emailed on Friday, March 2

### Choice of Language Program

As a tool for intercultural understanding, language is an important component of the WIS curriculum. WIS graduates are proficient in at least one language in addition to English; many are functionally or fully bilingual. All students in Grades 1 through 12 study at least two languages, one of which is English. WIS does not offer an English-only program at any grade level. In Grade 2, WIS offers the following program choices:

- **Dual-Language Program in English/French** – Applicants are expected to be reading, writing and speaking on grade level in French.
- **Dual-Language Program in English/Spanish** — Applicants are expected to be reading, writing and speaking on grade level in Spanish.
- **French as an Additional Language Program (FAL)** — This program is open to beginning French learners, as well students who have some knowledge of French, but who are not yet ready to join the Dual Language Program. Grade-level proficiency in English is required.
- **Spanish as an Additional Language Programs (SAL)** — This program is open to beginning Spanish learners, as well students who have some knowledge of Spanish, but who are not yet ready to join the Dual Language Program. Grade-level proficiency in English is required.

**English Language Support** — WIS also offers English as Additional Language support (EAL) for non-native speakers of English.

### Length of Day

Grade 1 – 5 students attend school from 8:25 am to 3:35 pm – except on Wednesdays, when school ends at 2:45 pm. In Grade 2, children spend alternating days of academic instruction in English and French or Spanish.

### Financial Aid

WIS offers need-based financial aid in Kindergarten through Grade 12. Please consult the WIS web site at for additional information.

### Selection Process and Criteria

WIS's goal during the application process is to get a realistic understanding of each child's skills, work habits, personality, and interests. We do this through the recommendation, the Applicant Visit, school records, any standardized testing parents have had done (although this is not required), and the parent questionnaire. Applicants' development should be within or above expectations for their ages. However, we recognize that the reading and writing skills of children entering Grade 2 vary considerably, both because of individual differences between children and because different systems of education have varying expectations for reading and writing skills for children at this age. Children applying to Grade 2 should be able to read simple stories and recount what they have read in their own words, both orally and in writing. Some are already writing consistently in complete sentences and using correct punctuation, others are still developing skills. Some have mastered spelling rules, while others' spelling is less consistent. In math, we expect applicants to be able to complete addition and subtraction with two-digit numbers and to use their skills to solve story problems. WIS strives for both balance and diversity in each class, in accordance with the School's mission and strategic objectives.

### Late Applications – Local Families

Local families are expected to adhere to the admissions deadlines. Late applications from local families will not be considered in the first round of admissions decisions. Local families who have missed the standard admissions deadlines should contact the Admissions Office for further instructions.

### Specific Information for International and Out-of-Town Applicants

International and out-of-town applicants who have missed the standard admissions deadlines should immediately contact the Admissions Office at (202) 243-1815 about space availability. The Admissions Office processes late applications from relocating families but, because of space limitations, cannot always admit qualified late applicants. Families should, therefore, actively seek admission to other schools at the same time as they complete the application process for WIS.

Applicant visits are encouraged, but can be waived if it is not possible for the applicant to come to Washington during the application process. If the school recommendation or school records do not provide sufficient insight into the applicant's development and progress, then an applicant video will be requested.

### Contact Information

WIS Admissions Portal: <https://wis.schooladminonline.com/portal>

Schedule a Tour: [https://wis.schooladminonline.com/portal/new\\_inquiry](https://wis.schooladminonline.com/portal/new_inquiry)

WIS Admissions Page: <https://www.wis.edu/admissions>

Admissions Office: (202) 243-1815

Admissions E-mail: [admissions@wis.edu](mailto:admissions@wis.edu)