



### APPLICATION FOR ADMISSION

#### APPLICANT INFORMATION

\_\_\_\_\_ is applying to grade \_\_\_\_\_ for Academic Year 20\_\_\_\_ - \_\_\_\_\_  
*Applicant's Full Name (First, Middle, Last)*

\_\_\_\_\_  Male  Female \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
*Prefers to be Called Date of Birth (mo/day/year) Home Phone*

\_\_\_\_\_  
*Mailing Address (Street)*

\_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip) \_\_\_\_\_ (Country)

\_\_\_\_\_  Adopted at age \_\_\_\_\_  
*Place of Birth Country of Citizenship*

#### SCHOOL INFORMATION

\_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
*Name of Current School Current Grade Grade Entered Phone*

\_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip) \_\_\_\_\_  
*Address (Street) Contact Person*

\_\_\_\_\_  
*Other Schools Attended (School Name, Grades Attended, Dates Attended)*

\_\_\_\_\_  
*Other Schools Attended (School Name, Grades Attended, Dates Attended)*

\_\_\_\_\_  
*Resident of What School District?*

#### FAMILY INFORMATION

\_\_\_\_\_ Date of Birth \_\_\_\_\_ School

\_\_\_\_\_ Date of Birth \_\_\_\_\_ School

\_\_\_\_\_ Date of Birth \_\_\_\_\_ School

\_\_\_\_\_ Maternal Grandparents' Names (Title, First, Middle, Last)

\_\_\_\_\_ Maternal Grandparents' Address (Street)

\_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip) \_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip)

**PARENT/GUARDIAN INFORMATION**

Applicant lives with:  Both parents  Father  Mother  Stepfather  Stepmother  Other \_\_\_\_\_  
Check if applicable:  Married  Divorced  Separated  Single  Father remarried  Mother remarried  
Who has legal custody of the student?  Both parents  Mother  Father  Other \_\_\_\_\_

\_\_\_\_\_  
Parent's/Guardian's Full Name (Title, First, Middle, Last)

\_\_\_\_\_  
Parent's/Guardian's Full Name (Title, First, Middle, Last)

\_\_\_\_\_  
Relation to Applicant

\_\_\_\_\_  
Prefers to be Called

\_\_\_\_\_  
Relation to Applicant

\_\_\_\_\_  
Prefers to be Called

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Mailing Address if Different from Applicant (Street)

\_\_\_\_\_  
Mailing Address if Different from Applicant (Street)

\_\_\_\_\_  
(City) (State) (Zip) (Country)

\_\_\_\_\_  
(City) (State) (Zip) (Country)

( ) \_\_\_\_\_ ( ) \_\_\_\_\_  
Home Phone Cell Phone

( ) \_\_\_\_\_ ( ) \_\_\_\_\_  
Home Phone Cell Phone

\_\_\_\_\_  
Home E-mail Address

\_\_\_\_\_  
Home E-mail Address

\_\_\_\_\_  
**Who will be the primary contact during the admission process?**  
**What is the preferred method of contact? Please check one:**  
 home  work  cell  home e-mail  business e-mail

\_\_\_\_\_  
Employer/Type of Business

\_\_\_\_\_  
Employer/Type of Business

\_\_\_\_\_  
Title/Position ( ) \_\_\_\_\_  
Work Phone

\_\_\_\_\_  
Title/Position ( ) \_\_\_\_\_  
Work Phone

\_\_\_\_\_  
Business E-mail

\_\_\_\_\_  
Business E-mail

\_\_\_\_\_  
High Schools Attended

\_\_\_\_\_  
High Schools Attended

\_\_\_\_\_  
Colleges Attended

\_\_\_\_\_  
Colleges Attended

\_\_\_\_\_  
Community Activities

\_\_\_\_\_  
Community Activities

**CONNECTIONS TO SANFORD**

\_\_\_\_\_  
From Whom or From Where Did You Learn About Sanford?

In submitting information and in signing the application, parents are stating that all information is correct and that there have been no deliberate omissions or misrepresentations on this or other documents submitted as part of the application. Also, parents agree to communicate to the Admission Office in writing any changes in matters contained in the application or forms, and understand that upon discovery of any inaccuracy of information or the omission of requested information, Sanford School reserves the right to revoke the admission.

**A non-refundable Application Fee of \$40 must accompany this application. (Check payable to Sanford School)**

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

*Sanford School seeks and admits students without regard to race, color, religion, creed, gender, sexual orientation, or nationality or ethnic origin. The School does not discriminate in the administration of its policies and programs.*



**SANFORD SCHOOL**

**PARENT STATEMENT**

\_\_\_\_\_ is applying to grade \_\_\_\_\_ for Academic Year 20\_\_\_\_ - \_\_\_\_\_  
*Applicant's Full Name (First, Middle, Last)*

As a parent, no one knows your child better than you. Please help us get to know your child as you know him/her by commenting on the following:

Particular strengths or successes, both academically and socially

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Relative weaknesses or struggles, both academically and socially

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Special interests and activities

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Peer relationships

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Experience with school to date

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Any health or emotional issues of which we should be aware

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### TRANSCRIPT RELEASE

#### TO THE PARENTS

Please complete this form and submit it to the guidance counselor or the principal at your child's current school.

#### PERMISSION FOR RELEASE OF INFORMATION

\_\_\_\_\_

*Name of Current School*

*I hereby authorize the above named school to release copies of all school records, including official transcripts, current grades, test profiles, and other school records relevant to admission, for the student named below to Sanford School for the purpose of admission application review.*

\_\_\_\_\_  
*Applicant's Full Name (First, Middle, Last)*

\_\_\_\_\_  
*Current Grade*

20\_\_\_\_ - \_\_\_\_  
*Current Academic Year*

\_\_\_\_\_  
*Signature of Parent/Guardian*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Parent/Guardian's Full Name (First, Middle, Last)*

\_\_\_\_\_  
*Relation*

#### TO THE CURRENT SCHOOL

The student named above has applied for admission to Sanford School. Please send the following information to the Admission Office at Sanford School at your earliest convenience:

- *An official transcript of the student's academic record to date, including current grades*
- *A copy of the student's complete test profile*
- *Other school records relevant to admission*

Please send to:

Admission Office  
Sanford School  
P.O. Box 888  
6900 Lancaster Pike  
Hockessin, DE 19707



Please comment on each of the following:

Approach to school.

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Particular strengths and relative weaknesses academically.

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Peer relationships.

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Character, citizenship, and contributions to your community.

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Attendance record.

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Disciplinary record.

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*Thank you for your time and care in completing this report. We value your comments and appreciate your help.*

Please check here if you would like the Admission Office to call you so that you may share your comments by phone.

\_\_\_\_\_  
*Signature of School Official*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Mailing Address*

\_\_\_\_\_  
*E-mail Address*

( \_\_\_\_\_ )  
*Phone*



(Suggested range of use:)

# Applicants to GRADES 6-12 CONFIDENTIAL COMMON RECOMMENDATION FORM

This common recommendation form is accepted by all independent schools who are members of ADVIS (Association of Delaware Valley Independent Schools). To be signed by the parents or guardians and given to the student's present school.

I/We understand that we may not look at this evaluation and assure the evaluator and the school that we will not try to do so. We give permission for the evaluator to release the information on this form to the schools to which we are applying for admission. **We understand that as parents we will not have access to this confidential information and that it will not become part of our child's permanent record.**

First Parent/Guardian Signature \_\_\_\_\_

Second Parent/Guardian Signature \_\_\_\_\_

Name of Student \_\_\_\_\_ has applied for grade \_\_\_\_\_

**To the Evaluator:** Please complete both sides of this form and send to all requesting schools. Your comments will be held in strictest confidence. Thank you very much for your cooperation and assistance.

How long have you known the candidate and in what connection? \_\_\_\_\_

Please list subject taught, including level of difficulty \_\_\_\_\_

Please list the textbook used, if applicable \_\_\_\_\_

## Academic Qualities

### Academic ability

- Outstanding
- Good
- Average
- Below average

### Academic achievement

- Outstanding
- Good
- Average
- Below average

### Effort and drive

- Outstanding
- Good
- Sporadic
- Occasional

### Study habits

- Well organized
- Organized
- Easily distracted
- Poor

### Intellectual curiosity

- Strong and varied
- Good
- An occasional spark
- Limited

### Ability to work with others

- Always works well
- Usually effective
- Sometimes unable to cope
- Has great difficulty in a group

### Ability to work independently

- Always works alone
- Needs help occasionally
- Needs help frequently
- Requires supervision

### Concentration

- Exceptional
- Usually good
- Occasionally distracted
- Easily distracted

### Written expression of ideas

- Ideas and mechanics excellent
- Ideas good, mechanics good
- Ideas good, mechanics fair
- Ideas fair, mechanics good
- Ideas and mechanics poor

### Oral expression of ideas

- Exceptional
- Good
- Only when called on
- Wants to dominate
- Rarely contributes

### Seeks help when needed

- Always
- Sometimes
- Never

### Uses Suggestions

- Always
- Usually
- Sometimes
- Rarely

## Personality Traits

**CIRCLE all the words that best describe the student**

- Aggressive
- Anxious
- Articulate
- Assertive
- Cheerful
- Confident
- Conscientious
- Disobedient
- Easily discouraged
- Follower
- Helpful
- Honest
- Influential
- Irritable
- Manipulative
- Motivated
- Negative leader
- Over-protected
- Passive aggressive
- Perfectionist
- Positive leader
- Responsible
- Self-centered
- Self-disciplined
- Shy
- Social
- Vivacious
- Well-liked

## Personal Qualities

### Maturity

- Very mature
- Appropriate
- Somewhat immature
- Very immature

### Consideration of others

- Unusually thoughtful
- Usually considerate
- Rarely considerate
- Selfish

### Social adjustments with peers

- Healthy relationships
- Occasional minor problems
- Frequent minor problems
- Relates poorly

### Sense of humor

- Delightful
- Good
- Inappropriate
- Humorless

### Attitude of parents

- Cooperative
- Uninvolved
- Overly protective
- Antagonistic

### Self-confidence

- Has healthy self-image
- Needs some support
- Appears overly confident
- Needs much reassurance

### Integrity

- Very trustworthy
- Usually trustworthy
- Occasionally trustworthy
- Untrustworthy

### Conduct

- Well-behaved
- Usually obeys rules
- Occasionally misbehaves
- Frequently misbehaves

(continues...)

Please comment on each of the following regarding this child. Attach a separate page for additional comments.

Academic Strengths and Weaknesses. Comment concerning writing ability, math skills or other skills appropriate to your subject area will be particularly helpful. Consider such categories as effort, curiosity, motivation, achievement in relation to potential, class participation, and homework preparation.

Emotional Maturity: self-confidence, respect for limits and routine, compliance, ability to make transitions, and response to frustration.

Personal Qualities: leadership, honesty, responsibility, concern for others, and sense of humor.

Overall Rating	Outstanding	Good	Average	With reservations
As a student	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
As a person	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is there anything else the school should know as this student is considered for admission?

Do you have any additional information that may be helpful in our evaluation of this student?

May we contact you for further information?  Yes  No

TEACHER'S NAME

POSITION

SCHOOL NAME

SCHOOL ADDRESS

CITY

STATE

ZIP

TELEPHONE

E-MAIL

SIGNATURE

DATE

Thank you for taking the time to complete this evaluation. **Please send a copy to the school, and keep an original for your records.**

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(Suggested range of use:)

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