

Annika Witswacker, '97



## MOUNTAIN ROAD SCHOOL

5 Abode Road, New Lebanon, NY 12125

Tel (518) 794-8520 · Fax (518) 794-8623

[www.mountainroadschool.org](http://www.mountainroadschool.org)

### Admissions Checklist

- The admission process begins with a **parent visit**. Parents can attend an Open House or schedule a private visit by calling the school.
- Interested families then **submit an application, Social History form and application fee of \$50**. All checks should be made out to Mountain Road School.
- The next step is a **child visit to the school**. Call the Mountain Road school office to schedule the visit. Preschool children spend one hour in a classroom with parents close by. Kindergarten children visit for a half day and children grades 1-8 visit for a full school day.
- Next, you will submit a **Records Release** to your child's current school to allow them to directly send us copies of progress reports and school records. You will give a **Recommendation form** to your child's current teacher, and he or she will send it back to us.
- Once all admission elements are completed (parent visit, application, fee, child visit, records, recommendation), the school will consider the application and **notify parents** of its recommendation with a phone call and letter. Enrollment is accepted by a **\$50 non-refundable fee**.