General Information

A student’s application to Hawken School consists of various pieces of information that give the Admission Office the best overall view of the student as an individual, scholar, and citizen. School records, teacher evaluations, a personal reference, parent questionnaires, testing or screenings, interviews, and the biographical form are all required pieces of this process. No single piece of a student’s application carries any more weight than another. Each tells us something about the student that we cannot get from other sources. Our aim is to create the most complete picture possible of each student and determine best how he or she would contribute to and succeed in the Hawken community.

Admission Dates & Deadlines

Applicants to Preschool - Grade 3
The application deadline for students applying to Preschool-Grade 3 is February 6, 2015. Students who have submitted all required components of the application, including testing or screenings and interview by the application deadline will receive admission notification on February 27, 2015. Families will have approximately two weeks from the date of notification to accept the offer of admission.

Applicants to Grades 4 & 5
The applicants applying to Grades 4 and 5 have an application deadline of December 17, 2014.

Admission Testing
Applicants to Hawken Lower School will be administered age-appropriate standardized tests, screenings, and evaluations as part of the admission process. The Independent School Entrance Exam (ISEE) is required for students applying to Grade 5. Students wishing to be considered in the applicant pool should take the ISEE by December 13, 2014. Details on the tests and screenings may be found on the application checklist on the reverse side.

Financial Assistance

The Financial Assistance Committee at Hawken makes grant-based financial assistance awards to those students in Kindergarten - Grade 12 who are accepted to Hawken, have completed the financial assistance process by all deadlines, and qualify for assistance. Approximately 36% of the current student body receives assistance. Families wishing to apply for financial assistance must complete all steps of the financial assistance application process, including the online Parents' Financial Statement at sss.nais.org. In order to be considered for financial assistance in the regular applicant pool, Lower School applicants must submit all components of the financial assistance application by February 6, 2015 (Preschool-Grade 3) and December 17, 2014 (Grades 4 & 5). Candidates for rolling admission must submit the financial assistance application with the application for admission. Detailed instructions outlining the application process are provided in the Financial Assistance and Affordability form, included with the application.
Applicant Checklist

For your convenience, we have included a checklist to help you track the application process and due dates. An application will be considered complete when everything on the checklist has been received by the Admission and Financial Assistance Office.

- **Form 1 Biographical Form**
  This form is to be completed by the applicant’s parent or guardian and returned to the Hawken School Admission Office as soon as possible to begin the application process. Please include the $35 application fee and a photo of the applicant.

- **Form 2 Parent/Guardian Questionnaire**
  This form is to be completed by the applicant’s parent or guardian.

- **Form 3 Teacher Recommendation or Early Childhood Recommendation**
  The Teacher Recommendation is for applicants for Grades 1-5. Please complete the top section and sign the release statement. Indicate the date this form must be returned to Hawken. Then, give this form to your child’s current teacher. The completed form will be sent directly from the teacher to Hawken School.

  The Early Childhood Recommendation is only for applicants to Preschool, Prekindergarten, and Kindergarten. Please complete the top section and sign the release statement. Indicate the date this form must be returned to Hawken. Then, give this form to your child’s current teacher. The completed form will be sent directly from the teacher to Hawken School.

- **Form 4 School Records Release Form**
  The School Records Release Form is for applicants to Grades 1-5. Please complete the top section and sign the release. Indicate the date this form must be returned to Hawken. Then, give this form to your child’s current Principal or Guidance Counselor. The completed form will be sent directly from the school to Hawken with grades, comments, narratives, and/or transcripts attached. Recommendations or records hand-delivered by the applicant or a family member will not be accepted.

- **Applicants to Preschool - Kindergarten**
  Please call the Admission Office to schedule an early childhood screening appointment, which is in addition to the individual visit day. Screenings will take place on the following days:

    - Friday, February 6, 2015, and
    - Saturday, February 7, 2015

- **Applicants to Grades 1-5 Individual Visit & Campus Interview**
  Please call the Lower and Middle School Admission Office at 440-423-2950 to schedule a personal visit day. Students will visit classes, tour the campus, and have an interview. Both a math and reading assessment will be administered during the individual visit day. Parents will tour and meet with a member of the admission staff as part of the admission process.

- **Admission Testing**
  Applicants to Grade 5 will take the Independent School Entrance Exam (ISEE). The ISEE is administered on Saturdays throughout the year. Testing at Hawken is available on the following dates:

    - November 22, 2014
    - December 13, 2014
    - January 31, 2015
    - March 7, 2015
    - April 25, 2015

  Applicants to Grade 5 may register online for the test at www.iseetest.org or by following the registration instructions included in the enclosed ISEE booklet. Please note that the deadline to register for the test is three weeks prior to the test date. The test administration fee is $100. The school code for Hawken Lower School is 365940.

- **Financial Assistance Application**
  Families who are requesting financial assistance for the 2015-2016 school year must complete the online Parents’ Financial Statement (PFS) at sss.nais.org and submit all supporting documents by the appropriate financial assistance deadlines. Detailed instructions are provided in the Financial Assistance and Affordability brochure.