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, student and parent questionnaires, testing, 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 and Deadlines

The application deadline for students applying to Grades 6-8 is December 17, 2014. Because spaces are limited and the applicant pool is competitive, it is to the candidate's advantage to complete the application by the application deadlines listed below:

- **Application Deadline**: December 17, 2014
- **Admission Notification**: January 16, 2015
- **Response Date**: January 30, 2015

Applications completed after the deadline will be considered on a rolling basis if space is available.

Individual Campus Visit and Interview

All students are required to have an interview and visit day as part of the application process. Interviews and visits are scheduled on most school days, beginning September 15, 2014. **Priority scheduling for visits in the weeks prior to the application deadline is for those applicants whose application forms have been received.** Parents are an integral part of the admission visit, and will have a campus tour and meeting with a member of the Admission Office staff. Visit days may be arranged by calling the Lower and Middle School Admission Office at 440-423-2950.

Open Houses and Parent Visitations

Throughout the fall and winter, Hawken holds several group informational visits and tours at the Lower and Middle Schools, as well as two Sunday Open House events. The Parent Visitations are a wonderful opportunity for parents to take a “first look” at Hawken. Parent Visitations are currently scheduled for November 13, 2014, December 22, 2014, February 11, 2015 and March 5, 2015. Sunday Open Houses are scheduled for October 26, 2014 and April 12, 2015. Please call 440-423-2950 to R.S.V.P. for any of these events.

Admission Testing

The Independent School Entrance Exam (ISEE) is required for students applying to Grades 6-8. Students wishing to be considered in the applicant pool should take the ISEE by December 13, 2014. Applicants 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.

Financial Assistance

The Financial Assistance Committee at Hawken makes grant-based financial assistance awards to those students 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 in Kindergarten through Grade 12 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 families should submit all components of the financial assistance application by December 17, 2014. 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.
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  Student Questionnaire
This form is to be completed by the student applicant in his or her own handwriting.

Form 4  School Records Release Form
To the parent/guardian: 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 Principal or Guidance Counselor. The completed form will be sent directly from the school to Hawken with grades, comments, narratives, and/or transcripts attached. Hand-delivered grades or photocopies will not be accepted.

Form 5  English Teacher Recommendation
To the parent/guardian: 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 English teacher. The completed form will be sent directly from the teacher to Hawken School.

Form 6  Math Teacher Recommendation
To the parent/guardian: 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 math teacher. The completed form will be sent directly from the teacher to Hawken School.

Form 7  Personal Recommendation
To the parent/guardian: 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 an adult who is not a relative who knows your child well. Examples of common referrals are coaches, clergy members, music or dance teachers, scout leaders, or a teacher other than math and English.

Individual Campus Visit and 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. Parents will tour and meet with a member of the admission staff as part of the admission process.

Admission Testing
Applicants to Grades 6-8 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

Please refer to the ISEE test guide for additional testing locations and dates. Students must register directly with the ERB (Educational Records Bureau) and may do so by following the instructions in the ISEE test guide or by visiting www.iseetest.org. The school code for Hawken Middle 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.