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 Hawken Upper School is December 17, 2014. Students who have submitted all required components of the application, including testing and the interview, by December 17, 2014 will receive admission notification on January 16, 2015. Families will have two weeks from the date of notification to accept the offer of admission. Acceptance is dependent on two factors: applicant qualifications and availability of space. Because spaces are limited and the applicant pool is competitive, it is to the candidate’s advantage to complete the application by the December admission deadline. Applications completed after the deadline will be considered on a rolling basis beginning in early February.

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 as part of the admission process.

Visit days and tours begin at 8:20 a.m. Monday, Tuesday, Thursday and Friday, and at 8:50 a.m. on Wednesday. The parent portion usually lasts 1-1.5 hours. At the end of the visit day students may be picked up from the White House at 3:30 p.m. If the applicant would like to meet with a particular coach, activity leader, or instructor, please inform the Admission Office when the visit day is arranged.

Open Houses and Upper School Visitations
Open Houses and Upper School Visitations are wonderful opportunities for parents and students to learn about the admission process and programs at Hawken. Hawken will host Upper School Visitations on Wednesday, September 17, 2014 and on Wednesday, April 8, 2015. The Upper School Visitations provide an opportunity for parents and students to take a “first look” at Hawken. Sunday Open Houses provide time for students and families to interact with faculty, current students and parents, and administrators to discover all that Hawken offers. Sunday Open Houses are scheduled for October 26, 2014 and March 1, 2015. Please call 440-423-2955 to R.S.V.P. for these events.

Admission Testing
The Independent School Entrance Exam (ISEE) is required for students applying to the Upper School. Students wishing to be considered in the regular applicant pool should take the ISEE by December 13, 2014. Applicants may register online for the test at www.isetest.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. For students entering 11th and 12th grades, the PSAT or SAT I is acceptable, if taken in the current school year.

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 the online Parents’ Financial Statement at sss.nais.org. In order to be considered for financial assistance in the regular applicant pool, families should submit all components 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, 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.
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 Information**
  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**
  Please fill out the top section of the form, and have a parent or guardian sign the release statement. Then give this form to your current principal or guidance counselor. The form will be returned directly to Hawken from your present school with grades and transcripts included. Hand-delivered grades or photocopies will not be accepted.

- **Form 5 English Teacher Recommendation**
  Please fill out the top section of the form, and have a parent or guardian sign the release statement. Then give this form to your English teacher.

- **Form 6 Math Teacher Recommendation**
  Please fill out the top section of the form, and have a parent or guardian sign the release statement. Then give this form to your math teacher.

- **Form 7 Personal Recommendation**
  Please fill out the top section of the form, and have a parent or guardian sign the release statement. Then give this form to an adult who knows you well who is not a relative. Referrals commonly come from coaches, clergy members, scout leaders, music or art instructors, or an additional teacher.

- **Individual Campus Visit and Interview**
  Please call the Upper School Admission Office at 440-423-2955 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. If the applicant would like to meet with a particular coach, activity leader, or instructor, please inform the Admission Office when the visit day is arranged.

- **Admission Testing – the Independent School Entrance Exam**
  Applicants to Grades 9-12 will take the Independent School Entrance Exam (ISEE). The ISEE is administered on Saturdays throughout the fall and winter. Testing at Hawken is available on the following dates:
  - November 22, 2014
  - December 13, 2014
  - 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 Upper School is 361262.

- **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.