

Dear Applicant:

Completion of the following items will determine if an interview will be scheduled to further examine the student's eligibility for enrollment:

Upper Level

1. Completed Application
2. Birth Certificate
3. Proof of income
4. Immunization Record
5. Social Security Card
6. Two-Page Typed Essay Life Story
7. Transcript

Montessori

1. Completed Application
2. Birth Certificate
3. \$100.00 Application Fee
4. Proof of income
5. Immunization Record
6. Social Security Card
7. Recent Physical

The Life Story is an essential part of the application/interview process and is your key for enrollment into Escuela Tlatelolco. Your Life Story will separate you from everyone else who is applying to Escuela Tlatelolco.

This MUST BE two pages in length: typed, and double-spaced. We encourage you to take the time to do your absolute best on this valuable piece of the application process.

Please follow the attached Life Story form to complete your essay.

If you have any questions regarding the requirements for possible enrollment in Escuela Tlatelolco and/or status of your application, please call 303-964-8993.

Sincerely,

Nita Gonzales, M.Ed.

President/CEO

The Admission Process

For many applicants and their parents the admission process in an independent school is a new experience. At Escuela Tlatelolco we view this as an opportunity for the school and the family to become better acquainted and to share common goals for individual students. We are delighted that you are considering La Escuela and assure you that your application will be reviewed with the greatest interest and care.

There are four steps in our admission process. All four steps must be completed before action can be taken:

1. APPLICATION

Candidates are encouraged to submit an application and life story for upper school as early in the school year as possible. If you are applying for the Montessori Program the applications must include a \$100.00 processing fee. If you are paying with a check please make it payable to Escuela Tlatelolco.

2. TRANSCRIPT/RECOMMENDATION

A completed application must include all transcripts (upper school candidates only).

3. INTERVIEW

Prospective students will interview with an interview committee. One or more parent is required to participate in the admission process.

The admission committee will review each application as soon as the life story is complete. When a candidate is accepted, a tuition contract is required to reserve a place for your child.

SECTION I-To be completed by the applicant's parent (s) or guardian (s)

Applicant's Name

First _____ Middle _____ Last _____

Gender: M F

Date of Birth: _____

Age: _____

Student's social security number: _____

Parent(s) social security number: _____

Applying for Grade: _____

With whom does applicant reside? _____

Name _____

Relationship _____

Phone: _____

Address: _____

Street: _____

City / State ----- Zip _____

Father's Name: _____

Occupation: _____

Name of Business: _____

Business Address: _____

Home Phone: _____

Business Phone: _____

Mother's Name: _____

Occupation: _____

Name of Business: _____

Business Address: _____

Home Phone: _____

Business Phone: _____

If the applicant does not live with both parents, please check the appropriate statement(s).

Parents are: Separated Divorced

Father: Single Remarried Deceased

Mother: Single Remarried Deceased

Other: _____

Other Children in the Family:

Names: _____

Ages: _____

Present School: _____

SECTION II-To be completed by the Applicant

Present School: _____

Number of Years in Present School: _____

Grade: _____

School Address: _____

School Phone: _____

Present courses (be a specific as possible): _____

School extracurricular activities (include any leadership experience)

Interscholastic sports during this school year: _____

Hobbies, special interests: _____

List any other schools attended in the last two years:

School _____

City and State _____

School Year _____

Grade _____

SECTION III-To be completed by the applicant and parent(s) or guardian(s)

What special abilities or interests has the applicant shown in schoolwork?

In what area(s) of his or her schoolwork has the applicant had the greatest difficulty?

List any private lessons or special classes presently taken by the applicant

Average time spent on recreational reading:

Weekday

Reading Time _____ TV Time: _____

Weekend

Reading Time _____ TV Time: _____

Briefly describe the types of home discipline most frequently used:

Please describe any special circumstances, which may have affected the applicant's performance in school (i.e., extended illness, physical handicap, particular learning difficulty, frequent changes of home and/or school, etc.) Please be specific:

In consideration of the undertaking by the admission office of Escuela Tlatelolco to process the undersigned candidate's application for admission and related forms, the undersigned agree(s) that the information furnished on these forms, together with all information and materials of any kind received by the admission office from any source, of prepared by anyone at its request, shall be completely confidential and shall not be disclosed to anyone (with the exception of the appropriate Escuela Tlatelolco personnel), including the candidate and the family.

Signature of Applicant: _____ Date: _____

Signature of Parent/Guardian: _____ Date: _____

A \$25.00 processing fee should accompany this application. Fees are non-refundable and will not be applied to the tuition charge. Please indicate the person financially responsible for bills (if different from home address).

Name _____

Relationship _____

Phone: _____

Address: _____

Street: _____

City / State -----

Zip _____

ESCUELA TLATELOLCO admits students of any race, religion, sex, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the School. It does not discriminate on the basis of race, color, religion, gender, disability or national and ethnic origin in administration of its educational policies, financial aid and loan programs, or athletic and other school administered programs. Please send the completed application to:

ESCUELA TLATELOLCO CENTRO DE ESTUDIOS
2949 N FEDERAL BLVD.
DENVER, COLORADO 80211
(303) 964-8993

EMERGENCY CONTACT INFORMATION SHEET

Student's Name: _____

Address: _____

Street: _____ City: _____ Zip: _____

Home phone: _____

Work Phone: _____

Emergency contact information:

Name: _____

Relationship: _____

Phone: _____

Name: _____

Relationship: _____

Phone: _____

Medical Information:

Hospital: _____

Insurance #: _____

Address: _____

Phone: _____

Doctor's Name: _____