



Application for Admission
2017-2018

Non-Discrimination Statement:

The Jackson Hole Community School does not discriminate in employment, recruitment, admission, or the administration of any of its programs on the basis of race, creed, national or ethnic origin, gender, sexual orientation, age, or physical disability.

Mission Statement:

Jackson Hole Community School prepares students to succeed in college and life, through challenging academics and excellence in teaching, in a community founded on personal relationships, student initiative, and integrity.

Student Statement

Community School students arrive curious about the world, develop skills and confidence in an engaging community, and graduate empowered to make meaningful contributions.

Application for Admission

This packet includes all of the forms you need to complete an application for admission to the Jackson Hole Community School (JHCS). Specific instructions for these forms and for other aspects of the admission process are outlined below and on page 1 of the application.

Admissions Timeline

- October 18, 2017* Open House for prospective students and parents.
- January 17, 2018* Information Night for prospective students and parents.
- January 31, 2018* Admission & financial aid deadline for new students. Financial aid deadline for returning students

Admissions Checklist

Students

1. Complete application Form 1.
2. Complete the Student Questionnaire
3. Complete the Student Essay (**in your own handwriting**).
4. (Optional) Distribute the English/Social Studies and Math/Science Teacher Recommendations to your current teachers. Fill in your name and the grade you are applying for at the top of each of these forms and place stamps on the envelopes before you give them to your teachers. Be sure that these teachers know you well and are familiar with the application deadline date.
5. Give the Personal Reference form and a stamped envelope to an adult who knows you well—a coach, teacher, relative, neighbor or employer—and ask him/her to submit this directly to JHCS by the application deadline date.
6. Set up an interview with the Director of Admissions.

Parents

1. Contact JHCS immediately if you would like to receive instructions on how to apply for financial aid.
2. Complete Application Forms 2 and 3.
3. Complete the top portion of the *Request for Release of Student Records and Teacher Evaluation*, and **submit this document (with a stamped envelope) to the guidance office** where your son or daughter is currently enrolled.
4. Mail the entire Application for Admission, including the Student Questionnaire and Student Essay, and a \$25.00 non-refundable application fee to JHCS. (Checks are payable to JHCS, and waivers of the application fee are available upon request.)
5. Set up an interview with the Director of Admissions.

JACKSON HOLE COMMUNITY SCHOOL

PO Box 6787

Jackson, WY 83002

(307) 733-5427 | FAX (307) 734-6696

Email: info@jhcschool.org

Application for Admission

The completed application includes:

1. Application Forms 1, 2, and 3
2. Application Fee of \$25 (Checks payable to JHCS. Waivers available upon request.)
3. Student and Parent Interviews (see below for further information)
4. Student Questionnaire
5. Student Essay
6. English/Social Studies and Math/Science Recommendations (optional)
7. Personal Reference
8. Transcript
9. Other Records: Any previous/current psycho educational testing (including PET notes/IEP)

Application Deadline

Transcript and teacher recommendation requests should be distributed to your child's present school in time to meet our regular admission deadline of **January 31**. Applications received after January 31 will be accepted on a rolling basis until classes are full.

Student and Parent Interviews

JHCS will conduct interviews between **August 28 and January 31**.

Interviews can be scheduled prior to or following completion of the application. The student and a parent need to be present. Interviews generally last 15-30 minutes.

Financial Aid Application

Applicants who are interested in financial aid should request a Financial Aid Form from JHCS, which explains the financial aid application process. Applicants should be prepared to complete all financial aid documents prior to **January 31** for regular admission. If you have any questions about financial aid at JHCS, please contact Ella Farnsworth at 307.733.5427 ext. 104 or at eginsbury@jhcschool.org. Financial aid from the school is treated as a grant and is not repaid to the school.

Applicant Checklist:

- _____ Application Forms 1, 2, and 3
- _____ Application fee of \$25
- _____ Student and Parent Interview
- _____ Student Questionnaire
- _____ Student Essay
- _____ English/Social Studies & Math/Science Teacher Recommendations (Optional)
- _____ Personal Reference
- _____ Transcript
- _____ Request for Financial Aid (optional)
- _____ Other Records: Any previous/current psycho educational testing

**Application Form 2
Parent Information**

Mr./Mrs./Ms./Dr./Other _____

Name _____

Mailing Address _____

Home phone _____ Cell phone _____ Work phone _____

Parent Email Address _____

Occupation/Position _____

Mr./Mrs./Ms./Dr./Other _____

Name _____

Mailing Address _____

Home phone _____ Cell phone _____ Work phone _____

Parent Email Address _____

Occupation/Position _____

Correspondence and Billing Information

Who has financial responsibility for the applicant? _____

To whom should correspondence be sent? _____
(Either one or both of the names under "Parent Information.")

Whom does the child reside with? Both parents _____ Mother _____ Father _____

Optional Information

(This information helps us in completing state and federal statistical surveys and in better understanding our application patterns regarding diversity.)

Do you identify your child as a person of color? Yes _____ No _____

Please indicate your child's racial/ethnic affiliation. _____

Statement of Confidentiality

In consideration of the undertaking by the Admissions Office of the Jackson Hole Community School to process the undersigned candidate’s Application for Admission and related forms, the undersigned agree that the information furnished on these forms, together with all information and materials of any kind received by the Admissions Office from any source, or prepared by anyone at its request, shall be completely confidential and shall not be disclosed to anyone, including the candidate and his/her family, except that the Head of School may, for official purposes and/or at his/her discretion, disclose any part or all thereof to such person or persons as he/she deems advisable.

To the best of my knowledge all information furnished in this Application for Admission is accurate.

Parent/Guardian signature _____ Date _____

Applicant signature _____ Date _____

Parent/Guardian Statement

Please use the space provided to make any comments about your son or daughter that you believe will be useful to us in the admission process. Intellectual or personal qualities demonstrated through specific examples are especially helpful in our evaluation of the candidate.

Name _____ Relationship to Applicant _____

**REQUEST FOR RELEASE OF STUDENT RECORDS
AND TEACHER EVALUATION**

This form should be submitted to your school counselor.

Student's Name _____ Applying for Grade _____

Dear Parents,

This form is to authorize the principal, guidance counselor, or director of your child's school to release copies of all records to the Jackson Hole Community School, and if contacted, to speak to Jackson Hole Community School personnel about this applicant. This form also gives permission to your child's current teacher(s) to complete a separate evaluation form, and if contacted, to speak to Jackson Hole Community School personnel about this application. Please sign below and then give this form to your child's present school at your earliest convenience. An admission decision cannot be made until this information is made available to us.

Signature of parent or guardian

Date

To School Officers:

The student whose name appears on this form has applied for admission to the Jackson Hole Community School. So we can be fully informed of the candidate's qualifications, please send us copies of the following information:

1. A **copy** of the applicant's school record **to date**.
2. All standardized test results.
3. Any psychological or specialized testing results.
4. Other information that you feel might be helpful to us in evaluating this student.

We are aware of the time and thought a request of this sort requires, and we sincerely appreciate your assistance. Please mail the requested information as soon as possible to:

**Admissions Office
Jackson Hole Community School
PO Box 6787
Jackson, WY 83002**

If preferred, you can **fax** the student's records to us at **307-734-6696**. The deadline for receipt of this information is **January 31** for regular admission. If you have received this form after the deadline, please complete and return to the Jackson Hole Community School as soon as possible.

Personal Qualities

No Basis		Outstanding	Above Average	Average	Below Average	Comments
	Integrity					
	Sense of Humor					
	Leadership					
	Creativity/ Imagination					
	Peer Compatibility					
	Reaction to Criticism					
	Concern for Others					
	Self Confidence					
	Taking Responsibility for Own Actions					
	Tolerance for Others					
	Maturity					

Does the student require any accommodations in your class (extended time, assistive technology, separate room for testing, etc.)? If so, please describe the accommodations:

Additional comments that might help us to better evaluate this candidate:

Thank you for completing this form. Your remarks will have a direct bearing on the candidate's application, and we will consider them carefully.

Signature

Date

Mathematics or Science Teacher Recommendation (Optional)

The student named below is a candidate for admission to the Jackson Hole Community School. Your recommendation is an important part of our evaluation of this student, and we appreciate your thoughtful assessment of his or her intellectual and personal qualities. Your comments will be held in confidence. Thank you.

Student's Name _____ **Applying for Grade** _____

Your Name (please print) _____

Position/Title _____

Course Title _____

Name of School _____

Address of School _____
PO Box/Street City State Zip

School Telephone _____ Home Telephone _____

Email Address _____

How long have you known the applicant and in what capacity? _____

How well do you feel you know him/her? Very well Fairly well Not very well

What grade is the student presently earning in your class? _____

Academic Qualities

No Basis		Outstanding	Above Average	Average	Below Average	Comments
	Study Habits					
	Problem Solving Ability					
	Reasoning Ability					
	Mathematical Ability					
	Motivation					
	Ability to Work Independently					
	Ability to Work Cooperatively					
	Ability to Organize & Communicate Ideas					
	Intellectual Curiosity					
	Achievement Relative to Ability					

Personal Qualities

No Basis		Outstanding	Above Average	Average	Below Average	Comments
	Integrity					
	Sense of Humor					
	Leadership					
	Creativity/ Imagination					
	Peer Compatibility					
	Reaction to Criticism					
	Concern for Others					
	Self Confidence					
	Taking Responsibility for Own Actions					
	Tolerance for Others					
	Maturity					

Does the student require any accommodations in your class (extended time, assistive technology, separate room for testing, etc.)? If so, please describe the accommodations:

Additional comments that might help us to better evaluate this candidate:

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Date

Personal Reference

The student named below is a candidate for admission to the Jackson Hole Community School. Your recommendation is an important part of our evaluation of this student, and we appreciate your thoughtful assessment of his or her intellectual and personal qualities. Your comments will be held in confidence. Thank you.

Student's Name _____ **Applying for Grade** _____

Your Name (please print) _____

Position/Title _____

Address _____
PO Box/Street City State Zip

Work Telephone _____ Home Telephone _____

Email Address _____

How long have you known the applicant and in what capacity? _____

How well do you feel you know him/her? Very well Fairly well Not very well

Please characterize the applicant:

Additional comments:

Thank you for completing this form. Your remarks will have a direct bearing on the candidate's application, and we will consider them carefully.

Signature

Date