

## 1

## APPLICATION COMPONENTS

Admissions Application

- 1. Family Information Form
- 2. Parent Questionnaire
- 3. Student Questionnaire
- 4. \$85 Application Fee
- 5. Teacher Recommendation
- 6. Transcript

**Mail, email, or hand-deliver components 1-4 to the Girls' School:**

1. Family Information Form
2. Parent Questionnaire
3. Student Questionnaire
4. \$85 Application Fee

**Request these two components from others:**

**5. Teacher Recommendation:**

This form is given to an academic teacher who mails or emails it to us directly. Please be sure your daughter's name is on the recommendation before giving it to your daughter's teacher and remind him/her to return it as soon as possible.

**6. Transcript Release Request:**

Please complete and sign the Transcript Release Request and present it to the registrar at your daughter's school. Copies of the most recent report cards and standardized testing results should be mailed or emailed directly to the Girls' School as soon as possible.

**Once all application materials and the application fee are received,  
we will contact you to discuss next steps.**

310 West Zia Road  
Santa Fe, NM 87505  
505.820.3188  
admissions@santafegirlsschool.org  
www.santafegirlsschool.org

## 2 FAMILY INFORMATION

Admissions Application

Applicant's Name \_\_\_\_\_ Name applicant goes by \_\_\_\_\_ Date of Birth \_\_\_\_\_

Applying for grade: 6 7 8 of Academic Year: \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Occupation \_\_\_\_\_ Employer \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Occupation \_\_\_\_\_ Employer \_\_\_\_\_

Household members of applicant \_\_\_\_\_

Names and ages of siblings \_\_\_\_\_

Applicant's previous elementary school(s) \_\_\_\_\_

Check here if you are applying for financial assistance:

What is the applicant's race & ethnicity? \_\_\_\_\_

## PARENT QUESTIONNAIRE

Please share your thoughts on the following questions in detail. If you need more space, please use additional paper.

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Applicant's Name

Parent/Guardian Name

Relationship to Applicant

1. How did you hear about Santa Fe Girls' School? \_\_\_\_\_

\_\_\_\_\_

2. Why do you think the Girls' School could be a good fit for your daughter? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. In what subjects does your daughter shine? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Where do you think she may need additional support? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(over)

## PARENT QUESTIONNAIRE, Continued

5. Describe your daughter's personality: \_\_\_\_\_

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6. What are her interests outside of school? \_\_\_\_\_

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7. Tutoring:

My daughter has received/is receiving tutoring in \_\_\_\_\_

I have considered tutoring for her in \_\_\_\_\_

Please describe any circumstances related to tutoring: \_\_\_\_\_

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Are you willing to consider tutoring should the Girls' School recommend it?  Yes  No

Special circumstances regarding your daughter's previous schooling:

My daughter has been recommended for \_\_\_\_ testing in the past:

- academic
- developmental
- behavioral

My daughter has completed \_\_\_\_ testing in the past:

- academic
- developmental
- behavioral

My daughter has/had diagnosis, IEP, or other service plan.

If so, please provide the Girls' School with the most recent documents.

Please describe the circumstances of testing, or recommended testing, and how the results were utilized: \_\_\_\_\_

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# STUDENT QUESTIONNAIRE

Admissions Application

Please share your thoughts on the following questions in as much detail as you can. If you need more space, use additional paper. Be sure to handwrite (cursive or print) your answers in ink.

Your Name	Current Grade	Current School
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1. How do you describe yourself as a student? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. How do you describe yourself as a friend? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. How do you learn best or most easily? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Are there subjects where you might need help from teachers and/or classmates? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(over)

## STUDENT QUESTIONNAIRE, Continued

Complete These Thoughts:

5. The most challenging moment I have faced in school this year was: \_\_\_\_\_

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6. I responded to this challenge by: \_\_\_\_\_

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7. The most positive experience I have had in school this year was: \_\_\_\_\_

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8. I thought this experience was positive because: \_\_\_\_\_

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Thank you!

# TEACHER RECOMMENDATION REQUEST

Applicant's Name	Current Grade	Current School
Teacher's Name	Position	
Telephone	Email	

**For Parents/Guardians:**

Please include your daughter's name at the top of this form and give it to one of her current academic teachers.

**To the Teacher:**

The Santa Fe Girls' School is a middle school committed to nurturing and empowering young women in grades six through eight. The Girls' School fosters intellectual rigor, creativity, self-expression, teamwork, and leadership skills.

Please complete our recommendation form and mail or email it to the Girls' School. Your thoughtful and candid assessment is an important part of the admission process. This recommendation will remain confidential. We appreciate your cooperation and time.

Please email or mail materials to:  
 Santa Fe Girls' School  
 Attn: Admissions  
 310 West Zia Road  
 Santa Fe, NM 87505  
[admissions@santafegirlsschool.org](mailto:admissions@santafegirlsschool.org)

Thank you very much,



Rosie Williams  
 Co-Director, Administration and Admissions

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

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### ACADEMIC PROFILE

Please circle the number that best describes how the applicant is on par for her grade level (1=below grade level, 3=at grade level; 5= exceeds grade level):

Reading comprehension	1	2	3	4	5
Writing skills	1	2	3	4	5
Spelling	1	2	3	4	5
Decoding	1	2	3	4	5
Multiplication facts	1	2	3	4	5
Short division	1	2	3	4	5
Long division	1	2	3	4	5
Fractions	1	2	3	4	5
Decimals	1	2	3	4	5
Word problems	1	2	3	4	5
Critical thinking	1	2	3	4	5
Study habits	1	2	3	4	5
Organization of time and work	1	2	3	4	5

Does this student attend school regularly? Yes No

If no, please explain. \_\_\_\_\_

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**CHARACTER PROFILE**

Please indicate your view of the applicant's personal development (1=weak; 5=strong):

Integrity	1	2	3	4	5
Self motivation	1	2	3	4	5
Ability to work independently	1	2	3	4	5
Ability to work with others	1	2	3	4	5
Self confidence	1	2	3	4	5
Maturity	1	2	3	4	5
Attention span	1	2	3	4	5
Ability to handle stress	1	2	3	4	5
Politeness	1	2	3	4	5
Relationship with adults	1	2	3	4	5
Relationships with peers	1	2	3	4	5
Leadership skills	1	2	3	4	5

Please describe modification or special support this student has or needs. \_\_\_\_\_

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Has this student been involved in notable social conflicts, or been suspended or expelled? Yes No

If yes, please describe the circumstances: \_\_\_\_\_

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Do you think the Girls' School is a good fit for this student? Please explain. \_\_\_\_\_

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Please comment on the relationship the applicant's parents/guardians have with your school. \_\_\_\_\_

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Please share any additional information about this student that you feel will help us know her better. \_\_\_\_\_

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May we contact you for further information?  Yes  No

Best way to contact you:  Phone  Email

Signature \_\_\_\_\_

Date \_\_\_\_\_

Thank you!

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# TRANSCRIPT RELEASE REQUEST

Admissions Application

## For Parents/Guardians:

\_\_\_\_\_  
Transcript Release for (Applicant's name) Date

\_\_\_\_\_  
Applying for Grade Year

\_\_\_\_\_  
Current School Address City/State/Zip

I authorize the release of all requested information including:

- Report cards for the last two school years
- Standardized Test Results for the last two school years
- Most recent Immunization Records

\_\_\_\_\_  
Parent/Guardian Signature Date

## To the School Registrar:

The student named above is applying to Santa Fe Girls' School. Please submit all materials requested above.

Admission to Santa Fe Girls' School is a rolling admissions process. This means that families are interviewed and admissions decisions made as completed applications are received at the school. Your prompt response assists in this process.

Please email or mail materials to:  
Santa Fe Girls' School  
Attn: Admissions  
310 West Zia Road  
Santa Fe, NM 87505  
admissions@santafegirlsschool.org

Thank you,



Rosie Williams  
Co-Director, Administration and Admissions