

# The Admissions Process

## HOW TO APPLY

*The Quarry Lane School is known for academic excellence. Its faculty strives to provide every child with an educational program that establishes high achievement levels. It is designed to stimulate intellectual curiosity, creativity, and physical well being as well as to provide a strong sense of morals, ethics, and positive self-image.*

*The Quarry Lane School does not discriminate on the basis of religion, color, national or ethnic origin, gender or to all rights and privileges, programs, and activities available to students. It does not discriminate in the administration of educational policies, athletic programs, financial aid programs or any other school-administered program. The school retains the right to dismiss any student if the school, in its sole discretion, determines that the welfare of the child or the school requires such dismissal.*

### Application Procedures and Checklist– Lower School (1-5<sup>th</sup> Grades)

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#### SCHOOL TOUR—OPEN HOUSE

Date \_\_\_\_\_ and Time \_\_\_\_\_

#### APPLICATION FORMS, PARENT STATEMENT, AND APPLICATION FEE

**Parents** complete the Application and Parent Statement and return it with the non-refundable \$125.00 application and testing fee.

#### PARENT INTERVIEW– OPTIONAL

A parent interview with a school administrator may be arranged through the admissions office.

Date \_\_\_\_\_ and Time \_\_\_\_\_

#### SCHOOL RECORDS

Give the Transcript Release Form to the applicants **current** school. Copies of the previous two years report cards and standardized test scores need to be mailed directly to The Quarry Lane School. Please mail records to the Office of Admissions, 6363 Tassajara Rd., Dublin, CA 94568.

#### RECOMMENDATIONS

Give the Teacher Recommendation forms to the applicant's current and last years teacher. Also, provide a stamped return envelope to assure the forms are mailed directly to The Office of Admissions, The Quarry Lane School. Recommendations are required as a part of the application process. Please mail to the location of your choice.

#### TESTING

Applicants for grades 1 through 5 need to register to take the Quarry Lane Admission Entrance Test with the Admissions Office (you should register for the admission test *at least* three weeks prior to the test date you have chosen.) This assessment is with the a school administrator or teacher and applicant. This assessment will take approximately one to two hours depending on grade.

#### APPLICANT INTERVIEW

Applicant's will be required to shadow a Quarry Lane student, attending classes and lunch. This visit should occur on the same day as the Admissions Entrance Test. Please register for an interview early as shadow days are limited.

Date \_\_\_\_\_ and Time \_\_\_\_\_

**\*It is the parent's responsibility to supply all of the information required for the admissions process. No decisions on admissions can be made with out having received these documents.**

## **Enrollment Procedures**

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### **THE ADMISSIONS DECISION**

- Admissions decisions are made by a committee of staff and faculty.
- Admissions decisions are mailed with enrollment contract and tuition information.
- Due to the advanced curriculum at Quarry Lane, the Admissions Committee may make recommendations for additional enrichment that would be mandatory for enrollment in the school.

### **PROCEDURE AFTER ACCEPTANCE**

- Return the enrollment contract with the non-refundable \$1,500 deposit. The contract and deposit must be returned within one week to reserve the open space for your child. Mid-year transfers must complete enrollment contract and return deposit before the first day of attendance.

# The Quarry Lane School

## APPLICATION FOR ADMISSION

### APPLICANT INFORMATION

FULL NAME \_\_\_\_\_  
PREFERRED NAME \_\_\_\_\_ GENDER:  MALE  FEMALE  
STREET ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTRY \_\_\_\_\_  
PHONE \_\_\_\_\_ E-MAIL \_\_\_\_\_ FAX \_\_\_\_\_  
DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_ CITIZENSHIP \_\_\_\_\_  
SOCIAL SECURITY NO. \_\_\_\_\_ ETHNIC OR RACIAL BACKGROUND (OPTIONAL) \_\_\_\_\_

APPLYING FOR GRADE \_\_\_\_\_ FOR THE ACADEMIC SCHOOL YEAR \_\_\_\_\_

### FAMILY INFORMATION

FIRST PARENT NAME \_\_\_\_\_ DAYTIME PHONE \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTRY \_\_\_\_\_  
MAILING ADDRESS (IF DIFFERENT) \_\_\_\_\_  
HOME PHONE \_\_\_\_\_ E-MAIL \_\_\_\_\_ FAX \_\_\_\_\_  
OCCUPATION \_\_\_\_\_ NAME OF COMPANY \_\_\_\_\_  
BUSINESS ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTRY \_\_\_\_\_

SECOND PARENT NAME \_\_\_\_\_ DAYTIME PHONE \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTRY \_\_\_\_\_  
MAILING ADDRESS (IF DIFFERENT) \_\_\_\_\_  
HOME PHONE \_\_\_\_\_ E-MAIL \_\_\_\_\_ FAX \_\_\_\_\_  
OCCUPATION \_\_\_\_\_ NAME OF COMPANY \_\_\_\_\_  
BUSINESS ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTRY \_\_\_\_\_

STUDENT LIVES WITH  FATHER  MOTHER  BOTH  OTHER \_\_\_\_\_

WHO WILL HAVE FINANCIAL RESPONSIBILITY?  FATHER  MOTHER  BOTH  OTHER \_\_\_\_\_

TO WHOM SHOULD CORRESPONDENCE BE SENT? \_\_\_\_\_

**THE QUARRY LANE SCHOOL, OFFICE OF ADMISSIONS**

3750 BOULDER STREET, PLEASANTON, CALIFORNIA 94566 (925) 846-9400

6363 TASSAJARA ROAD, DUBLIN, CALIFORNIA 94568 (925) 829-8000

**SIBLINGS**

NAME \_\_\_\_\_ AGE \_\_\_\_\_ CURRENT SCHOOL \_\_\_\_\_ GRADE \_\_\_\_\_  
NAME \_\_\_\_\_ AGE \_\_\_\_\_ CURRENT SCHOOL \_\_\_\_\_ GRADE \_\_\_\_\_  
NAME \_\_\_\_\_ AGE \_\_\_\_\_ CURRENT SCHOOL \_\_\_\_\_ GRADE \_\_\_\_\_

**PRESENT SCHOOL INFORMATION**

PRESENT SCHOOL NAME \_\_\_\_\_  
PRESENT GRADE \_\_\_\_\_ DATES OF ATTENDANCE \_\_\_\_\_  
MAILING ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTRY \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_

**INTERNATIONAL APPLICANTS ONLY**

WILL THIS APPLICANT REQUIRE AN I-20 FORM TO APPLY FOR A UNITED STATES VISA?  YES  NO  
IF YES, LIST THE APPLICANT’S NAME AS IT SHOULD APPEAR ON THE I-20 FORM \_\_\_\_\_  
WHAT LANGUAGE IS SPOKEN IN THE HOME? \_\_\_\_\_  
IN THE PAST TWO YEARS OF THE APPLICANT’S EDUCATION, HAS ENGLISH BEEN THE PRIMARY LANGUAGE OF INSTRUCTION?  YES  NO  
NAME OF LOCAL GUARDIAN \_\_\_\_\_  
RELATIONSHIP TO THE STUDENT \_\_\_\_\_  
MAILING ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTRY \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_

**STATEMENT OF CONFIDENTIALITY**

*It is the policy of The Quarry Lane School that all information received regarding a candidate’s application for admission will be treated with complete confidentiality. Only authorized school personnel have access to this information and then only to the extent that the information is relevant to placement decisions. Information received within the scope of this policy is not disclosed to the applicant or the applicant’s family.*

It is understood that the tuition at Quarry Lane School is charged on an annual basis. Should the applicant withdraw or be dismissed, the below individual(s) will be responsible for the tuition in its entirety.

I (We) hereby state the information contained wherein is true and complete. I (We) hereby apply to The Quarry Lane School and give my/our permission for evaluation testing.

Enclosed is my non-refundable application fee. **JrK-5<sup>th</sup> \$125 (Includes Testing Fee) 6<sup>th</sup>-12<sup>th</sup> \$75 (Testing fee paid through ISEE.)**

Signature of Parent(s)/Guardian(s):

\_\_\_\_\_  
Signature Date  
\_\_\_\_\_  
Signature Date

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# The Quarry Lane School

## PARENT STATEMENT

### PARENT STATEMENT

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WHY WOULD YOU LIKE YOUR CHILD TO ATTEND QUARRY LANE SCHOOL?

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PLEASE COMMENT ON YOUR CHILD'S ACADEMIC STRENGTHS AND WEAKNESSES.

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PLEASE DESCRIBE ANY CIRCUMSTANCES, WHICH HAVE AFFECTED OR MAY AFFECT YOUR CHILD'S ACADEMIC PERFORMANCE, PARTICIPATION IN SCHOOL EVENTS, OR ATTENDANCE IN SCHOOL, (E.G. FREQUENT MOVES/ CHANGES IN SCHOOLS, SEPARATION OF A SIGNIFICANT PERSON IN THE FAMILY, DISCIPLINARY ACTIONS, SERIOUS ILLNESS, AND LEARNING DISABILITY).

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HAS THE APPLICANT ANY HISTORY OF PHYSICAL OR EMOTIONAL CONDITION WHICH HAS REQUIRED PROFESSIONAL ATTENTION OR WHICH MIGHT REQUIRE SPECIAL ATTENTION? \_\_\_\_\_ IF YES, PLEASE EXPLAIN.

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HAS THE APPLICANT SKIPPED OR REPEATED A GRADE? \_\_\_\_\_ IF YES PLEASE GIVE THE GRADE AND EXPLAIN.

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WHAT MORE WOULD YOU LIKE US TO KNOW ABOUT YOUR CHILD?

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WHAT LANGUAGES ARE SPOKEN AT HOME?

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PLEASE LIST THE NAMES OF THE CURRENT TEACHERS AND SCHOOL COUNSELOR OR PRINCIPAL WHO WILL BE COMPLETING THE RECOMMENDATION FORMS. GRADE 6-12; LIST CURRENT ENGLISH AND MATH TEACHERS. IF THE APPLICANT HAS THE SAME TEACHER FOR ENGLISH AND MATH, THEN THE SECOND RECOMMENDING TEACHER SHOULD BE ANOTHER TEACHER THAT KNOWS THE APPLICANT WELL.

ENGLISH TEACHER: \_\_\_\_\_

NAME

PHONE

MATH TEACHER: \_\_\_\_\_

NAME

PHONE

PRINCIPAL/COUNSELOR: \_\_\_\_\_

NAME

PHONE

PLEASE LIST ANY FRIENDS OR RELATIVES WHO HAVE ATTENDED QUARRY LANE SCHOOL.

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PLEASE NOTE OTHER SCHOOLS YOUR CHILD MAY BE APPLYING TO IN ADDITION TO QUARRY LANE.

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*I (We) hereby state the information contained wherein is true and complete. I/We have not knowingly omitted any pertinent information regarding my child's academic, medical, or behavioral history.*

Signature of Parent(s)/Guardian(s):

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature Date



*Thank you for applying to the Quarry Lane School.*

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# The Quarry Lane School

## 2009-2010 TUITION AND FEE SCHEDULE

### ANNUAL TUITION *(No sibling discount will be given.)*

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Jr. Kindergarten	\$11,172.00
Kindergarten	\$11,865.00
First through Fifth Grade	\$13,854.75
Sixth through Eighth Grade	\$15,073.00
Ninth through Twelfth Grade	\$19,383.00

### APPLICATION & TESTING FEE

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Jr. Kindergarten through Fifth	\$125.00 <i>(due with application)</i>
Sixth through Twelfth	\$75.00 <i>(due with application, testing fee paid through ISEE)</i>
International Applicants	\$150.00 <i>(due with application, testing fee paid through ISEE)</i>

### REGISTRATION FEE

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Yearly Registration fee	\$100.00
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### DEPOSITS (all deposits are credited toward the tuition balance)

\$1,500 - due upon enrollment

\$1,500 - due April 1, 2009

\$1,500 or tuition balance due June 1, 2009

*If a student enrolls after June 1st, all deposits are due upon enrollment*

### PAYMENT OPTIONS

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- **Lump Sum Plan** - After initial enrollment deposit is made, an additional deposit is due April, 2009. The non-refundable tuition balance is due June 1, 2009.
  - **Multiple Payment Plan** - After initial enrollment deposit is made, two additional deposits are due: April 1, 2009 and June 1, 2009. Nine equal, non-refundable monthly payments of the tuition balance plus a service charge of 10% on the remaining balance will be made August 1, 2009 - April 1, 2010.
  - **Tuition Refund Plan** - Premium rate, 3.5% of the annual tuition, is due upon enrollment. This plan is optional if parents choose the Lump Sum Payment Plan.

### ADDITIONAL FEES

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- **DAY CAMP (BEFORE AND AFTER SCHOOL CARE)**  
*(Before and after school care available from 7 a.m. to 6 p.m., fees vary depending on schedule.)*

7 a.m. to 4 p.m.	\$199/mo
7 a.m. to 5 p.m.	\$299/mo
7 a.m. to 6 p.m.	\$399/mo

    - Holiday Camp
 

	\$35 <i>(students registered in Day Camp)</i>
	\$40 <i>(students not registered in Day Camp)</i>
  - **BOOK AND SUPPLY FEES**

Jr. Kindergarten and Kindergarten	\$400.00
First through Fifth	\$450.00
Sixth through Eighth	\$750.00
  - **ACTIVITY FEE**

High School	\$500.00
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**All Tuition and Fees are Non-refundable and Non-transferable**

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# The Quarry Lane School

## LOWER SCHOOL RECOMMENDATION

### LOWER SCHOOL EVALUATION FORM

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(CONFIDENTIAL)

APPLICATION FOR LOWER SCHOOL ADMISSION

PLEASE MAIL TO: OFFICE OF ADMISSIONS, 6363 TASSAJARA RD., DUBLIN, CA 94568

#### APPLICANT:

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PLEASE PRINT OR TYPE. FILL IN **BEFORE** GIVING TO YOUR TEACHER.

APPLICANT NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

PRESENT SCHOOL NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

#### TEACHER:

WE WOULD APPRECIATE YOUR ANSWERING THE FOLLOWING QUESTIONS. WHENEVER POSSIBLE, GIVE EXAMPLES THAT ILLUSTRATE YOUR STATEMENTS. THIS FORM WILL BE STRICTLY CONFIDENTIAL; WE WILL NOT SHARE IT WITH THE APPLICANT OR HIS/HER PARENTS. PLEASE RETURN THE COMPLETED FORM AS SOON AS POSSIBLE TO THE QUARRY LANE SCHOOL.

FOR HOW LONG AND IN WHAT CONTEXT HAVE YOU KNOWN THIS STUDENT.

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PLEASE COMMENT ON THIS APPLICANTS SPECIAL INTERESTS, TALENTS, AND ABILITIES.

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WHAT DO YOU SEE AS THE APPLICANT'S STRENGTHS?

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IS THE APPLICANT LIKELY TO THRIVE AND BE FULFILLED IN AN ACADEMICALLY DEMANDING SCHOOL?

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WHICH WORDS BEST DESCRIBE THE PARENTS IN REGARD TO THEIR CHILD?

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SHOULD THE ADMISSIONS COMMITTEE BE AWARE OF ANY FACTORS THAT HAVE HAD AN IMPACT ON THIS STUDENTS ACADEMIC OR SOCIAL PROGRESS TO DATE?

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DOES THE APPLICANT EXHIBIT ANY BEHAVIORS THAT SHOULD BE OF CONCERN TO THE ADMISSIONS COMMITTEE?

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PLEASE RATE THE APPLICANT IN THE FOLLOWING CATEGORIES:

	POOR	FAIR	GOOD	EXCELLENT	OUTSTANDING
Ability to work Cooperatively					
Accepts Criticism					
Abstract Thinking Skills					
Critical Thinking Skills					
Attention Span					
Organize and Communicate Ideas					
Leadership Potential					
Maturity					
Motivation					
Sense of Humor					
Peer Group Acceptance					
Reading Ability					
Relationship with teachers					
Shows concern for others					
Study Habits					
Works Independently					
Writing Ability					

I WOULD  HIGHLY RECOMMEND  RECOMMEND  RECOMMEND WITH RESERVATIONS

ADDITIONAL COMMENTS:

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MAY WE CONTACT YOU IF WE HAVE ANY FURTHER QUESTIONS? \_\_\_\_\_

EMAIL \_\_\_\_\_ PHONE \_\_\_\_\_

PLEASE PRINT FULL NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

# The Quarry Lane School

## TRANSCRIPT RELEASE REQUEST

### TRANSCRIPT RELEASE REQUEST

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DATE \_\_\_\_\_

**REGISTRAR:**

**PLEASE SEND COPIES OF STUDENT FILES FOR THE FOLLOWING STUDENT:**

STUDENT'S NAME: \_\_\_\_\_

CURRENT GRADE \_\_\_\_\_ BIRTH DATE \_\_\_\_\_

PLEASE INCLUDE COPIES OF THE FOLLOWING:

OFFICIAL TRANSCRIPT OF GRADES FOR THE LAST TWO YEARS

ALL AVAILABLE TEST SCORES FOR THE LAST TWO YEARS

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PARENT SIGNATURE

DATE

PLEASE MAIL RECORDS TO:

**ADMISSIONS OFFICE  
THE QUARRY LANE SCHOOL  
6363 TASSAJARA ROAD  
DUBLIN, CA 94568**