



DETROIT COUNTRY DAY SCHOOL ADMISSIONS PROCESS

Upon receiving an inquiry or online application, an admissions representative will contact you to discuss the admission process and answer any questions you may have. The following is a brief overview of the admission process.

To submit an online inquiry or application, please visit our website at www.dcds.edu and click on the “Inquiry Form” or “Apply Online” button under Admissions.

Lower School

Forms to be completed by parent(s):

- Application – completed online or hard copy
- Parent/Guardian Overview & Assessment

Forms to be completed by personnel at the candidate’s current school:

- Release of Records Form from current school’s registrar
- Teacher Confidential Recommendation

Entrance testing and shadow visits:

- Testing consists of a developmental observation and/or reading and math assessment, depending upon the child’s age
- PK4 – 2nd grade students participate in a “shadow visit” with their current grade level

Please contact Barb McLaughlin at 248.430.2740, bmclaughlin@dcds.edu

Junior School

Forms to be completed by parent(s):

- Application – completed online or hard copy and a \$50 application fee
- Parent/Guardian Overview & Assessment

Forms to be completed by personnel at the candidate’s current school:

- Release of Records Form from current school’s registrar
- Teacher Confidential Recommendation

Entrance testing and shadow visits:

- All prospective students are required to take an entrance test assessing reading comprehension and quantitative reasoning skills. The date and time of the test will be coordinated with the individual family.
- All prospective students also spend a day “shadowing” a current DCDS student for the day, if possible.

Please contact Mary Moore at 248.430.3566, MaMoore@dcds.edu

Middle School and Upper Schools

Forms to be completed by parent(s) and candidate:

- Application - completed online or hard copy
- Parent/Guardian Overview and Assessment
- Candidate Statement & Fact Sheet completed by candidate

Forms to be completed by personnel at the candidate's current school:

- English and Math Teachers' Recommendations
- Counselor/Advisor/Principal Confidential Recommendation
- Other Significant Individual Confidential Recommendation
- Release of Records Form from current school's registrar

Middle School: Please contact Kathleen Chester or Sheila Wilson at 248.430.3655, msadmissions@dcds.edu

Upper School: Please contact Michele Reimer at 248.430.3587, mreimer@dcds.edu

Entrance examination information:

Middle and Upper Schools candidates: All candidates applying to the **Middle or Upper School** are required to take the **Educational Records Bureau Independent School Entrance Examination (ISEE) and the Otis-Lennon School Ability Test**. The candidate must pre-register for the Independent School Entrance Examination online at www.iseetest.org and the tests are administered at the Upper School campus concurrently. A request to test individually, as a walk-in, can be made by contacting **Michele Reimer at mreimer@dcds.edu or 248.430.3587**. ***Please make sure to indicate on the registration, that you want your child's scores sent to Detroit Country Day School, our school code is 230-330.**

- The tests are held at the Upper School Campus on the following **Saturdays from 8am to 12:00pm – Check-In begins at 7:45am:**
 - October 21, 2017
 - November 18, 2017
 - December 9, 2017
 - January 13, 2018
 - February 17, 2018
 - March 17, 2018
 - April 28, 2018
 - May 19, 2018

The examination fees are as follows:

- Pre-registration fee (three weeks or more before a Saturday test date): \$110
- Less than three weeks prior to a Saturday test date: \$135
- Walk-in individual testing: \$150

Interview

Once the steps outlined above are completed, a personal interview with the candidate and his or her parents will be scheduled. The purpose of the interview is to get to know the applicant and to allow for questions from the family. Interviews generally take place Monday through Fridays from 8am to 5pm and last approximately 50 minutes.

Decision

The family is informed as to the decision on admissibility after the interview and completion of the admissions process.