



Adelphi Academy of Brooklyn

Education is not the filling of a pail, but the lighting of a fire.

~ William Butler Yeats ~

APPLICATION CHECKLIST

All of the following steps **must** be taken and all requested information provided as part of the application process.

1. \$100.00 **non-refundable** Application Processing Fee.
(made payable to Adelphi Academy of Brooklyn)
2. Completion of the Application for Admissions (Form A).
3. Completion with signature of the Record Release Form (Form B).
(please mail to present/former school and also return a copy to Adelphi)
4. Completion with signature of the cover page of the Confidential School Report (Form C).
(please mail to present/former school and also return a copy to Adelphi)
5. Completion of the Teacher Recommendation Form (Form D) from a current teacher, **recommending the applicant** to Adelphi.
(must be typed or legibly hand written on the enclosed form only)
6. A family and student Admissions Interview with the Office of Academy Admissions.
(by appointment only)
7. Adelphi's Written Admissions Entrance Examination.
(by appointment only)
8. A second Letter of Recommendation from a current instructor, tutor or coach outside of school **recommending the applicant** to Adelphi.
(must be typed on letterhead)
9. A Letter of Recommendation from any of the following — a current Adelphi family, an Adelphi alumnus, your employer, religious leader or civic leader — **recommending the family** to Adelphi.
(must be typed on letterhead)
10. Birth Certificate and Passport
(originals must be provided, if not in English they must be accompanied by certified, translated copies)
11. Medical history and Immunization Records from the applicant's doctor accompanied by a doctor's note
(stating that the applicant s in good health and able to begin school and any special medical/physical needs)
12. Two written documents verifying proof of address *(utility bill, etc.)*

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