

MARY McDOWELL



CENTER FOR LEARNING

20 Bergen Street, Brooklyn, NY 11201 718-625-3939 Fax 718 625-1456 www.marymcdowell.org

ADMISSIONS PROCEDURES

REFERRAL – Most often, children come to the Center because an educator or psychologist refers them, or a parent is concerned about his/her child's present educational placement. All children must have had a psycho-educational or neuropsychological evaluation done either by the Committee on Special Education (CSE) of the Department of Education or an outside provider before they can be considered as an applicant to the school.

WHEN TO START – Although admissions take place throughout the year, parents usually contact the Center in the fall if they are interested in having their child admitted to the Mary McDowell Center for the following academic year.

PARENT VISIT – Parents should call the Center to set up an appointment for a group tour. Tours start in late October and continue throughout the year. You do not have to come on a tour to submit an application. Tours are for adults only.

APPLICATION – Parents should request an application, and send the completed forms to the Center, along with the: application checklist; psycho-educational or neuropsychological evaluation; recent school reports or report card; ; therapists reports; and the \$90.00 application fee. Please make arrangements to have the classroom checklist sent directly to Mary McDowell Center for Learning and indicate this on the application checklist. If you have gone through the CSE, please send the full CSE report package, which includes the IEP and all testing/evaluations/observations.

Upon receipt of all of the reports and forms, the school psychologist will review these materials. If she believes the Center might be able to help the applicant, an appointment will be set up for the youngster to visit.

(If the application fee poses a financial problem, please inform the Head of School as that fee may be waived.)

STUDENT ADMISSIONS VISIT – Applicants visit the Center during a school day, meet with the school psychologist, view the school and, possibly, spend time in a classroom. Student visits for the youngest applicants do not begin until later in January.

NOTIFICATION – Parents are notified as soon as a decision is made concerning the Applicant's admission to the Center, usually about three weeks from the student's visit. Starting in January, admission decisions are made on a rolling basis throughout the year for the following academic year.

TUITION – The tuition for the 2008-09 school year is \$39,500. The tuition for the 2009-2010 school year will be set in January of 2009.

TUITION ASSISTANCE – Tuition assistance is available on a limited basis. A financial aid packet is sent out automatically to all parents who check the financial aid request on the application form. If parents are interested in tuition assistance, they must fill out a financial aid form and send it in with all the required supporting documentation. Aid is determined based on financial need, on a first come first serve basis. Since students are accepted throughout the year, you may not know whether or not you will receive financial aid before you have to make a decision about signing a contract.

Mary McDowell Center for Learning admits students of any race, color, nationality, ethnic origin and sexual orientation, and is chartered by the New York State Board of Regents