



# International Community School

*Where the Art and Science  
of Teaching and Learning are United*

## Application Process

### 1. Registration Form

The Registration Form accompanied with a \$125 processing/assessment fee needs to be submitted to The International Community School (ICS) prior to consideration of acceptance into ICS. This form will also be used to establish the initial date of enrollment for admission purposes.

### 2. Interview and Entrance Assessment

Parents / Guardians will be contacted to determine a date for the Student Interview and Entrance Assessment. All students need to have an Interview and Entrance Assessment. The assessment is given by a school administrator and will take approximately one and a half hours to complete by the student. The Entrance Assessment contains reading, writing, math, and interview components.

### 3. Admission Decision

The Parent / Guardian will be informed of the Admission Decision within one week of completing steps 1 – 2 of the Application Process.

### 4. Enrollment Form

A completed Enrollment Form must be submitted and returned to ICS with the Tuition Deposit within one week of the Admission Decision.

### 5. Tuition Deposit

A non-refundable \$1,000 Tuition Deposit must be submitted with the Enrollment Form. This deposit will secure the student's placement at the International Community School. This deposit is applied to the current school year Tuition.

### 6. Official School Records

Submit the Transcript Release Form to the student's current school. Copies of the previous two years report cards and any standardized test scores, and immunization records need to be sent directly to The International Community School from the previous school's registrar's office.

### 7. Yearly Tuition

Tuition may be paid as either a Single or Trimester payment option. (See the Tuition and Fee Schedule)

### 8. All fees, deposits, and tuitions are non-refundable and non-transferable.

#### The International Community School

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