

APPLICATION CHECKLIST

Applicants please retain this checklist. Please begin your application process as early as possible. You may submit your application forms before you take the entrance exam and we encourage you to do so.

1. ____ Take the entrance examination (incoming freshmen only). Mount Michael administers its own examination at the school in January on the dates set forth for Omaha Archdiocesan high schools. International students will be required to provide TOEFL OR SSAT (and/or complete Mount Michael's Entrance Exam. Mount Michael does not accept SLEP scores.) This year's dates are:

January 14, 2012- 9:00 A.M. - 12:00 P.M.

(Only students taking the test on this day qualify for academic, merit scholarships.)

January 21, 2012- 9:00 A.M. - 12:00 P.M.*

Test fees: \$10.00 Please be sure to call and register prior to the test date.

*Students applying after the January 21, 2012, testing date will need to schedule an individual testing time.

2. ____ Complete and mail Form #1, **Application for Admission**, along with a \$ 25.00 application fee payable to Mount Michael Benedictine School. The application fee will be waived for students who submit their applications before November 21, 2011. Please include a recent photo of the applicant; this is for our files and will not be returned.

(As noted on the back side of the form, a hand-written essay is required.)

3. ____ On Form #2, **Personal Recommendation**, print your name and the current date in the spaces provided. Give this form to a non-family member (Religious Education Director, Scout Leader, Coach, Extracurricular Activities Director, etc.) who knows you well and ask them to send the completed recommendation directly to Mount Michael as soon as possible. If you know anyone else who may strengthen your son's application, please feel free to duplicate Form #2 and have them send a letter to us.

4. ____ On Form #3, **School Recommendation- Math Teacher**, and Form #4 **School Recommendation- English Teacher**, print your name and the current date in the spaces provided. Complete Form #5, **Authorization for Release of Education Records**. Note that this form must be dated and signed by both the applicant and parent. Give Form #3 to your Math teacher and form #4 to your English teacher, requesting that the completed recommendation, **TOGETHER WITH COPIES OF ALL AVAILABLE GRADES AND PREVIOUS TEST SCORES**, be sent directly to Mount Michael as soon as possible.

5. ____ If your family seeks financial aid, please note that this process does not begin until a student is accepted. Should your son be accepted you will receive a student agreement with the acceptance letter. On the agreement there will be a box where you can indicate your interest in applying for financial aid. Should you be interested in applying for financial aid, an application will be sent immediately upon receipt of your agreement. Feel free to submit any supporting evidence you feel might be helpful to the Board of Admissions.

Applications completed before January 27, 2012, will receive first consideration.

Steps 1-4 described above must be completed before the Board of Admissions will consider the applicant's file.

6. ____ Each applicant will have to complete an **Admissions Interview** with a representative from the Mount Michael Admissions Office. In situations where a student is unable to physically be present due to distance or other circumstances, a phone or Skype interview can be arranged.

Please address all correspondence to: Eric Crawford, Director of Admissions
Mount Michael Benedictine School
22520 Mount Michael Road
Elkhorn NE 68022-3400
Direct Line: 402-253-0946
Fax: 402-289-4539
E-mail: ecrawford@mountmichael.org

MOUNT MICHAEL BENEDICTINE SCHOOL

APPLICATION FOR ADMISSION

Please check one: Five/Seven-Day Residential Program or Extended Day Program

STUDENT INFORMATION

PREFERRED NAME: _____ EMAIL: _____
 SOCIAL SECURITY NUMBER: (For financial aid purposes) _____ BIRTH DATE: _____
 ADDRESS: _____ PHONE: _____
 CITY: _____ STATE: _____ ZIP: _____
 PRIMARY CONTACT PERSON: _____ PHONE: _____
 IS YOUR CHILD ON AN IEP OR A 504 PLAN? YES _____ NO _____
 LIST ANY LEARNING DISABILITIES (e.g., dyslexia, attention deficit disorder, etc.) _____
 LIST ANY UNIQUE/LIFE-THREATING MEDICAL CONDITIONS: _____
 RELIGION: _____ PARISH: _____
 SCHOOL NAME & ADDRESS WHERE ATTENDED 8TH GRADE : _____

 PREVIOUS SCHOOLS, IF ANY: _____
 DID YOU EVER ATTEND HIGH SCHOOL? _____ IF YES, HOW MANY YEARS? _____
 IF YES, LIST NAME AND ADDRESS OF HIGH SCHOOL: _____
 IF YOU ARE APPLYING AS A TRANSFER STUDENT, HAVE YOU EVER BEEN DISMISSED OR EXPELLED FROM A
 SCHOOL FOR ACADEMIC OR DISCIPLINARY REASONS? _____ NO _____ YES _____
 IF YES, PLEASE EXPLAIN ON ANOTHER SHEET OF PAPER.
 WHAT OTHER SCHOOL(S) ARE YOU APPLYING TO? _____
 ARE YOU APPLYING AS AN INTERNATIONAL STUDENT WHO WILL REQUIRE AN I-20/F-1? _____
 HAVE YOU SHADOWED AT MOUNT MICHAEL? _____

FAMILY INFORMATION

HOW MANY BROTHERS? _____ (older) (younger) FATHER'S NAME: _____ NAME OF EMPLOYER: _____ OCCUPATION: _____ WORK PHONE: _____ CELL PHONE: _____ PARENT/GUARDIAN E-MAIL: _____	HOW MANY SISTERS? _____ (older) (younger) MOTHER'S NAME: _____ NAME OF EMPLOYER: _____ OCCUPATION: _____ WORK PHONE: _____ CELL PHONE: _____ PARENT/GUARDIAN E-MAIL: _____
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(COMPLETE THIS BOX ONLY IF DIFFERENT FROM APPLICANT)

FATHER'S FULL ADDRESS: _____ MOTHER'S FULL ADDRESS: _____

 HOME PHONE: _____ HOME PHONE: _____

TO BE COMPLETED BY STUDENT:

How did you hear about Mount Michael Benedictine School? _____

Why are you interested in attending Mount Michael Benedictine School?

Do you plan to attend college? _____ If not, what are your plans after graduating from high school?

What careers or occupations do you think you might be interested in? _____

List any significant work experiences: _____

List church, school and community activities: _____

List any offices held, awards received, etc: _____

List any special interests of which you feel the Board of Admissions should be aware: _____

Please circle any of the following activities you would be interested in at Mount Michael:

**football cross-country tennis basketball swimming/diving wrestling soccer track golf baseball
robotics student government band chorus speech journalism drama Harvard Model Congress**

Other comments:

PERSONAL ESSAY:

On a separate sheet of paper, **IN YOUR OWN HANDWRITING**, write an essay of approximately 250 words concerning one or more of the following:

1. Why I want to attend Mount Michael Benedictine School.
2. What I hope Mount Michael Benedictine School can do for me.
3. What I hope to do for Mount Michael Benedictine School.

The information furnished on this application is correct to the best of our knowledge. If accepted by the Board of Admissions, we agree to follow the policies and regulations of Mount Michael Benedictine School.

Signature of Parent(s)

Signature of Student

Date

PLEASE FORWARD TO:

Director of Admissions
Mount Michael Benedictine School
22520 Mount Michael Road
Elkhorn, NE 68022-3400

PERSONAL RECOMMENDATION

Applicant's Name: _____

Date Requested: _____

We respectfully request your advice in deciding upon the admission of this applicant to Mount Michael Benedictine School. These recommendations are the main criteria used by the Admissions Board to determine which students will comprise our freshman class. Mount Michael is a college-prep boarding school for boys offering both a seven/five-day residential program and an extended day program. The emphasis is on small classes, individual attention with an attempt to create a wholesome, unsophisticated atmosphere for growing up. Our program is not suitable for discipline problems or for those with an uncooperative attitude toward school. The applicant must himself want to be here and accept academic challenge as a prerequisite for a successful experience at Mount Michael.

**PLEASE BE ASSURED THAT THE INFORMATION WHICH YOU
SUBMIT WILL BE HANDLED IN A PROFESSIONAL MANNER.**

How long have you known this applicant? _____

In what capacity have you known him? _____

Do you recommend this applicant for Mount Michael Benedictine School? Yes No

How would you recommend him? Completely With reservation (explain) _____

As compared with young men his age, this applicant has demonstrated ability to:					
	Top 10%	Above Average	Average	Below Average	Don't Know
1. Make friends easily	x	x	x	x	x
2. Set an example of good conduct for others	x	x	x	x	x
3. Cooperate with authority and work within the rules	x	x	x	x	x
4. Accept criticism and make improvements from it	x	x	x	x	x
5. Exert maximum effort, showing a strong desire to achieve	x	x	x	x	x

Please use this side to list the first three adjectives that come to mind when you think of this student, comment on this young man's strengths and weaknesses, and whether or not you think he could be an asset to our school. Please include any insight on the student's leadership skills, service, and ability to work as a team member and build community. Thank you.

Signature

Position

Mailing Address

Phone

PLEASE FORWARD TO:

Mr. Eric Crawford
Director of Admissions
Mount Michael Benedictine School
22520 Mount Michael Road
Elkhorn, NE 68022-3400

SCHOOL RECOMMENDATION *To be completed by Math Teacher*

Applicant's Name: _____

Date Requested: _____

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1. Make friends easily	x	x	x	x	x
2. Set an example of good conduct for others	x	x	x	x	x
3. Cooperate with authority and work within the rules	x	x	x	x	x
4. Accept criticism and make improvements from it	x	x	x	x	x
5. Exert maximum effort, showing a strong desire to achieve	x	x	x	x	x
6. Achieve academically	x	x	x	x	x

Please use this side to list the first three adjectives that come to mind when you think of this student, comment on this young man's strengths and weaknesses, and whether or not you think he could be an asset to our school. Please include any insight on the student's leadership skills, service, and ability to work as a team member and build community. Thank you.

NOTE:

1. Please include the results of any objective tests that may be available.
2. Please send a complete transcript of credits **DIRECTLY TO THE OFFICE OF ADMISSIONS** (not through the parents). Please include, or send as soon as available, grades for 8th grade.

Signature

Position

School

Mailing Address

Phone

PLEASE FORWARD TO:

Mr. Eric Crawford
Director of Admissions
Mount Michael Benedictine School
22520 Mount Michael Road
Elkhorn, NE 68022-3400

SCHOOL RECOMMENDATION
To be completed by English Teacher

Applicant's Name: _____

Date Requested: _____

We respectfully request your advice in deciding upon the admission of this applicant to Mount Michael Benedictine School. These recommendations are the main criteria used by the Admissions Board to determine which students will comprise our freshman class. Mount Michael is a college-prep school for boys offering both a seven/five-day residential program and an extended day program. The emphasis is on small classes and individual attention with an attempt to create a wholesome, unsophisticated atmosphere for growing up. Our program is not suitable for discipline problems or for those with an uncooperative attitude toward school. The applicant must himself want to be here and accept academic challenge as a prerequisite for a successful experience at Mount Michael.

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1. Make friends easily	x	x	x	x	x
2. Set an example of good conduct for others	x	x	x	x	x
3. Cooperate with authority and work within the rules	x	x	x	x	x
4. Accept criticism and make improvements from it	x	x	x	x	x
5. Exert maximum effort, showing a strong desire to achieve	x	x	x	x	x
6. Achieve academically	x	x	x	x	x

Please use this side to list the first three adjectives that come to mind when you think of this student, comment on this young man's strengths and weaknesses, and whether or not you think he could be an asset to our school. Please include any insight on the student's leadership skills, service, and ability to work as a team member and build community. Thank you.

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Signature

Position

School

Mailing Address

Phone

PLEASE FORWARD TO:

Mr. Eric Crawford
Director of Admissions
Mount Michael Benedictine School
22520 Mount Michael Road
Elkhorn, NE 68022-3400

AUTHORIZATION FOR RELEASE OF EDUCATIONAL RECORDS

This form is to be retained by the elementary or junior high school sending the records.

SPECIAL NOTE: In accordance with the federal Privacy Rights of Parents and Students Act, the following signed consent is necessary in order for Mount Michael Benedictine School to receive student information for use in conjunction with the student's application for admission.

The undersigned hereby consent to the release to Mount Michael Benedictine School of all educational records about the student, including recommendations and such other information as may be requested.

Date: _____

Signature of student: _____

Signature of parent or legal guardian: _____

For use by the elementary or junior high school:

Date sent: _____

_____ School Recommendation

_____ Transcript of grades or credits

_____ Record of standardized test scores (Terra Nova, Iowa Test of Basic Skills, Explore Scores, California Achievement Test, State Tests, etc)

_____ Eighth Grade First Semester grades

_____ Eighth Grade Second Semester grades (if later requested)

***If applying during the first semester or as a transfer student please include your most recent grade report.**

Send records requested to:

Mr. Eric Crawford
Director of Admissions
Mount Michael Benedictine School
22520 Mount Michael Road
Elkhorn, NE 68022-3400