

## 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 our school in January on the date set forth for Omaha Archdiocesan high schools. This year's entrance exam date is:
  - a. **January 14, 2017** 8:30 A.M. - 11:30 A.M. (*Only students taking the test on this day qualify for academic, merit scholarships.*)
- \*Students applying after the January 14, 2017 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 22, 2016. **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 application, 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.
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. Give Form #3 to your current Math teacher and form #4 to your current English teacher, requesting that the completed recommendation be sent directly to Mount Michael as soon as possible.
5. \_\_\_\_ On Form #5, **Authorization for Release of Education Records**. Note that this form must be dated and signed by both the applicant and parent. Turn this into your school's office and ask them to send the requested documents on the form directly to Mount Michael as soon as possible.
6. \_\_\_\_ Each applicant will have to complete an **Admissions Interview** with a representative from the Mount Michael Board of Admissions. **Interviews for Admissions will begin December 5, 2016 and all applicants must complete their interview by January 27, 2017.** Each interview will last approximately 30 minutes. A Sign Up Genius will be available for applicants to select their interview date and time. Applicants **MUST COMPLETE** the interview before acceptance may be offered. In situations where a student is unable to be physically present due to distance or other circumstances, a Skype interview can be arranged.
7. \_\_\_\_ 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.

**Applications completed before January 23, 2017, will receive first consideration.**

**Steps 1-6 described above must be completed before the Board of Admissions will consider the applicant's file.**

Please address all correspondence to: **Jack Pritchard, Director of Admissions**

Mount Michael Benedictine School  
22520 Mount Michael Road  
Elkhorn NE 68022-3400  
Direct Line: 402-238-1457  
Fax: 402-289-4539  
E-mail: admissions@mountmichael.org (all documents can be sent via email)

## APPLICATION FOR ADMISSION

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

### STUDENT INFORMATION

NAME (First, Middle, Last): \_\_\_\_\_ EMAIL: \_\_\_\_\_

BIRTH DATE: \_\_\_\_\_ (mm/dd/yyyy) ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PRIMARY CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_

IS YOUR CHILD ON AN IEP OR A 504 PLAN? YES \_\_\_\_\_ NO \_\_\_\_\_ GRADE APPLYING FOR: 9 10 11

LIST ANY LEARNING DISABILITIES (e.g., dyslexia, attention deficit disorder, etc.) \_\_\_\_\_

LIST ANY LIFE-THREATING MEDICAL CONDITIONS: \_\_\_\_\_

RELIGION: \_\_\_\_\_ PARISH: \_\_\_\_\_

SCHOOL NAME & ADDRESS WHERE YOU ATTENDED 8TH GRADE : \_\_\_\_\_

PREVIOUS SCHOOLS, IF ANY: \_\_\_\_\_

DID YOU EVER ATTEND HIGH SCHOOL? \_\_\_\_\_ IF YES, HOW MANY YEARS? \_\_\_\_\_

IF YES, LIST NAME OF HIGH SCHOOL: \_\_\_\_\_

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? \_\_\_\_\_

### 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 Area ONLY If Different from Applicant)**

FATHER'S FULL ADDRESS: \_\_\_\_\_ MOTHER'S FULL ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**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 experience: \_\_\_\_\_

List extracurricular 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 Bowling Soccer Track  
Golf Baseball Trapshooting Robotics Student Government Band Choir Speech Journalism  
Drama Mock Trial Student Youth Group Academic Decathlon Slam Poetry Math & Science Competitions**

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 provided 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*

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Director of Admissions  
Mount Michael Benedictine School  
22520 Mount Michael Road  
Elkhorn, NE 68022-3400  
admissions@mountmichael.org

### **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 used by the Admissions Board to determine which students will be admitted to our school. Mount Michael is a college preparatory boarding 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 atmosphere for growing up. Our program is not suitable for discipline problems or for those with an uncooperative attitude toward school. The applicant, himself, must 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 (circle one and explain)

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**As compared with young men his age, this applicant has demonstrated the ability to:**

	Top 10%	Above Average	Average	Below Average	Don't Know
Makes friends easily	X	X	X	X	X
Sets an example of good conduct for other	X	X	X	X	X
Cooperates with authority and works within the rules	X	X	X	X	X
Accepts criticism and makes improvements from it	X	X	X	X	X
Exert maximum effort, showing a strong desire to achieve	X	X	X	X	X

# MOUNT MICHAEL BENEDICTINE SCHOOL

Please list the first three adjectives that come to mind when you think of this student. Comment on this young man’s strengths and weaknesses. Please include any insight on the student’s leadership skills, service, and ability to work as a team member. Thank you.

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\_\_\_\_\_  
Name (*Print*)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Position

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Phone

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 Director of Admissions  
 Mount Michael Benedictine School  
 22520 Mount Michael Road  
 Elkhorn, NE 68022-3400  
 admissions@mountmichael.org

# MOUNT MICHAEL BENEDICTINE SCHOOL

## **SCHOOL RECOMMENDATION** *To be completed by Math Teacher*

Applicant's Name: \_\_\_\_\_

Date Requested: \_\_\_\_\_

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**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) \_\_\_\_\_

Current math course? \_\_\_\_\_ What course would you recommend for him next year? \_\_\_\_\_

**As compared with young men his age, this applicant has demonstrated the ability to:**

	Top 10%	Above Average	Average	Below Average	Don't Know
Makes friends easily	X	X	X	X	X
Sets an example of good conduct for other	X	X	X	X	X
Cooperates with authority and work within the rules	X	X	X	X	X
Accepts criticism and makes improvements from it	X	X	X	X	X
Exert maximum effort in class	X	X	X	X	X
Achieve academically	X	X	X	X	X

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admissions@mountmichael.org

# MOUNT MICHAEL



# BENEDICTINE SCHOOL

**Please list the first three adjectives that come to mind when you think of this student. Comment on this young man's strengths and weaknesses. Please include any insight on the student's leadership skills, service, and ability to work as a team member. Thank you.**

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*Name (Print)*  


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*Signature*  


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*Position*  


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*Mailing Address*  


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*Phone*  


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 Director of Admissions  
 Mount Michael Benedictine School  
 22520 Mount Michael Road  
 Elkhorn, NE 68022-3400  
 admissions@mountmichael.org

## **SCHOOL RECOMMENDATION** *To be completed by English Teacher*

Applicant's Name: \_\_\_\_\_

Date Requested: \_\_\_\_\_

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**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 the ability to:**

	Top 10%	Above Average	Average	Below Average	Don't Know
Makes friends easily	X	X	X	X	X
Sets an example of good conduct for others	X	X	X	X	X
Cooperates with authority and work within the rules	X	X	X	X	X
Accepts criticism and makes improvements from it	X	X	X	X	X
Exerts maximum effort, showing a strong desire to achieve	X	X	X	X	X
Achieve academically	X	X	X	X	X

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# MOUNT MICHAEL BENEDICTINE SCHOOL

Please list the first three adjectives that come to mind when you think of this student. Comment on this young man's strengths and weaknesses. Please include any insight on the student's leadership skills, service, and ability to work as a team member. Thank you.

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\_\_\_\_\_  
*Name (Print)*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Position*

\_\_\_\_\_  
*Mailing Address*

\_\_\_\_\_  
*Phone*

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**AUTHORIZATION FOR RELEASE OF EDUCATIONAL RECORDS**

*This form is to be retained by the elementary, junior high, or 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: \_\_\_\_\_

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**For use by the elementary, junior high, or 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*)
- \_\_\_\_\_ Current Grade Level First Semester Grades
- \_\_\_\_\_ Current Grade Level Second Semester Grades (if later requested)

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

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**Send records requested to:**

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