

## INTERNATIONAL APPLICATION CHECKLIST

Applicants please retain this checklist. **Please begin your application process as early as possible.**

1. \_\_\_\_\_ International students will be required to provide a TOEFL, iTEP, **OR** SSAT score.
2. \_\_\_\_\_ *Complete and mail Form #1, **Application for Admission**, along with a **\$100.00 application fee** payable to Mount Michael Benedictine School.*
  - This covers the cost of processing and sending your I-20.
  - **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 Form #1, 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
  - Give Form #4 to your current **English** teacher, requesting that the completed recommendation be sent directly to Mount Michael as soon as possible.
5. \_\_\_\_\_ *Complete 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 must complete an **Admissions Interview** with a representative from the Mount Michael Board of Admissions. In situations where a student is unable to be physically present due to distance or other circumstances, a Skype interview can be arranged.

**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](mailto:admissions@mountmichael.org) (all documents can be sent via email)

## APPLICATION FOR ADMISSION

<b>STUDENT INFORMATION</b>	
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? _____	

<b>FAMILY INFORMATION</b>	
HOW MANY BROTHERS? _____ (older) (younger)	HOW MANY SISTERS? _____ (older) (younger)
FATHER'S NAME: _____	MOTHER'S NAME: _____
NAME OF EMPLOYER: _____	NAME OF EMPLOYER: _____
OCCUPATION: _____	OCCUPATION: _____
WORK PHONE: _____	WORK PHONE: _____
CELL PHONE: _____	CELL PHONE: _____
PARENT/GUARDIAN E-MAIL: _____	PARENT/GUARDIAN E-MAIL: _____

**(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*

**PLEASE FORWARD TO:**

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

# MOUNT MICHAEL BENEDICTINE SCHOOL

## **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 (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 others	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



## **SCHOOL RECOMMENDATION** *To be completed by **Math** 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 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 pre-requisite 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) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Current Math Course? \_\_\_\_\_

Which course would you recommend him for 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 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
Achieve academically	X	X	X	X	X



# MOUNT MICHAEL BENEDICTINE SCHOOL

## **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 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 (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
Achieve academically	X	X	X	X	X





**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:**

**Director of Admissions**

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