

APPLICATION CHECK LIST

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| _____ Application | _____ Visit Day in Mount |
| _____ Copy of Birth Certificate | _____ Copy of Immunizations |
| _____ Application Fee (\$25) | _____ Medical Information Forms |
| _____ TB Test Results (if non WV resident) | |
| _____ School Records | _____ Confidential Teacher
Recommendation |
| _____ Writing Sample | _____ Transcript Release Form |

Please make sure items are completed and turned into the Admission Office in a timely manner. Should you have any questions please feel free to call the Admission Director at (304) 233-3771.

APPLICATION PROCESS

Call school and speak with Admissions Director

Set up a day for applicant to shadow

Applicant must fill out necessary forms (see above Checklist)

Set up any additional meetings or testing that may be required

File review by administration

Upon acceptance contract will be mailed out to parents

Michelle Cottrell
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