Upper School Application Checklist
Grades 9-12

Thank you for your interest in applying to St. Andrew's. Before you begin the online application process, carefully review the application details and important deadlines.

Application Deadline
Priority is given to completed applications received on or before February 1, 2020. We cannot guarantee that openings will be available after the initial round of admissions; therefore, we highly encourage candidates to apply by the deadline. After the deadline, applications are accepted on a rolling admission basis, if space is available.

Application Process
A completed application to Grades 9 through 12 consists of the following items:

First Step: Online Application Form

Additional Steps (to be completed in no particular order):
- English/History and Math Teacher Recommendation
- Academic Transcript
- Standardized Test Scores (ISEE or SSAT)
- Student Prepared Essay
- Student Interview
- Parent Interview

Although not required, parents are strongly encouraged to tour the school or to attend admissions related events. Please see Visit St. Andrew's on our website or contact the Admissions Office to set-up a visit.

First Step: The Online Application
To apply, click on the yellow “Apply Online Here” button on the Admissions webpage. You will be asked to create a personal account with mySAS, our admissions portal. If you are a current parent, please log in to your existing mySAS account and click the ‘Apply’ button on the ‘Resources’ tab. You can track your application status by logging in to your account and reviewing the online checklist. A $100.00 application fee is required to submit an application. St. Andrew’s provides fee waivers for families that qualify for tuition assistance. To inquire about a fee waiver, please contact Priscilla Lund, Director of Enrollment Management and Financial Aid at 512-299-9802 or plund@sasaustin.org.

Teacher Recommendation Forms
The teacher recommendation forms are available through the online checklist. Please log in to mySAS and click on your student’s name (or hover over “children” if you have multiple students applying). In the “Teacher Recommendation” tab, click the ‘Start’ button and follow the instructions. St. Andrew’s requests that your child’s current English or History and current math teacher complete a recommendation form. The teacher will submit the completed form directly to St. Andrew’s.

Priscilla Lund
Director of Enrollment Management and Financial Aid
512-299-9802 or plund@sasaustin.org

Malia Aycock
Director of Upper School Admissions
512-299-9720 or maycock@sasaustin.org
Academic Transcript
St. Andrew’s requires the first trimester or semester transcript, of the current academic year, in addition to school records from the previous two years. Parents can either upload academic records directly to the mySAS portal or use the Transcript Release Form to send records directly to St. Andrew’s. To upload records to the mySAS portal, click on the highlighted “Academic Records/Transcript” link from the online checklist and follow the instructions. Alternatively, you may utilize the Transcript Release Form and request that your child’s school send the records to St. Andrew’s. We recommend that you upload or request transcripts in January, 2020 after the first grading period. All school records are due February 1, 2020.

Standardized Test Scores (ISEE or SSAT)
Applicants are required to take the Independent School Entrance Examination (ISEE) or Secondary School Admissions Test (SSAT). To select a testing location and register for one of these two tests, visit www.iseetest.org (school code 447532) or www.ssat.org (school code 6269). Note: ISEE Testing is offered on the St. Andrew’s Upper School campus on Saturday, December 7, 2019 and Saturday, January 25, 2020. There are additional testing sites for the ISEE and the SSAT in Austin as well as across the country.

Student Prepared Essay
Applicants are required to complete one of two essay prompts, posted in the online application checklist. Please upload your completed essay through the mySAS portal.

Student Shadow Visit and Interview
Prospective students are encouraged to spend part of a morning or afternoon visiting classes with a current Upper School student to get a good feel for the teachers, students, and campus life. Shadowing is offered on Wednesdays from either 9:10-1:10 or 10:35-2:30 and Thursdays, from 10:20-2:25, beginning in October. To schedule your student's Shadow Visit and interview, follow the link located in your online checklist.

Parent Interview
Parents of applicants to grades 9-12 are required to make an appointment with a member of the Upper School Admissions Team. A link to reserve your preferred parent interview date and time is located in your online application checklist, under the “Parent Interview” section.

Admission Decisions
Guided by our commitment to the School's mission, an Admissions Committee of teachers and administrators reviews each applicant and all application materials. Admission decisions are based on a combination of criteria including evaluation of the applicant’s visit, previous school reports, assessment information, teacher evaluations, and balance within a grade level. For all grade levels, admission decisions will be announced through our online portal on March 6, 2020 at 4 pm.