Middle School Application Checklist
Grades 6-8

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 applications completed on or before February 1, 2020. Unfortunately, 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 basis, if space is available.

Application Process
A completed Middle School application consists of the following items:

First Step: Complete the Online Application Form

Additional Steps (to be completed in no particular order):

- ISEE Test
- Academic Records/Transcripts
- English and Math Teacher Recommendation
- Parent Interview
- Student Shadow Visit and Interview

Although not required, parents are strongly encouraged to tour the school or to attend an admissions event. Please see Visit St. Andrew’s on our website or contact the Admissions Office to schedule a time to 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.
ISEE Test
Applicants are required to take the Independent School Entrance Examination (ISEE). To select a testing location and register for this test, visit the Educational Records Bureau website: www.iseetest.org. The St. Andrew’s score report code is: 447532. Note: 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 around the Austin area as well as across the country.

Teacher Recommendation Form(s)
The teacher recommendation form is 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 and current math teacher complete a recommendation form. The teacher will submit the completed form directly to St. Andrew’s.

Academic Transcript
St. Andrew’s requires the first semester transcript of the current academic year and 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 have the records sent directly to St. Andrew’s. To upload records directly 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 directly 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.

Student Shadow Visit/Interview and Parent Interview
Prospective students are required to shadow with a current Middle School student (8:30am-1:20pm) and interview with a member of the admissions team. The purpose of the visit is to meet other students and teachers and get a feel for campus life. Shadow visits and parent interviews typically happen on the same day. To schedule a shadow visit and parent interview, use the link in the online checklist. The date and time selected from the link is the day of your student’s visit/interview and your parent interview time. If parents cannot meet on the same day as your child’s visit, please email the Admissions Office to schedule another time. Visits begin in mid-October and run through the end of January.

Admission Decisions
Guided by our commitment to the School’s mission, an Admissions Committee of teachers and administrators reviews all application materials. Admission decisions are based on a combination of criteria including evaluation of the applicant’s visit, academic records/transcripts, assessment information, teacher recommendations, and balance within a grade level. For all grade levels, admission decisions will be announced through our online portal at 4:00pm on March 6, 2020.