To Students and Families Applying to Washington-Area Independent Schools for Admission in 2024-2025

To promote a fair and transparent admission process, the member schools of the Association of Independent Schools of Greater Washington (“AISGW”) have established the following guidelines for working with families and students applying to their schools. All AISGW schools and applicant families are expected to abide by these guidelines.

Schools should make clear to applicants all dates pertaining to admission and re-enrollment. AISGW recommends the following timeline:

- **Notification Date** - Notification of admission decisions shall be the first Friday in March (March 1, 2024). Electronic notification, which includes email, telephone, on-line portal or any other form of instant notification, shall not occur before 4 pm. Letters may be placed in the U.S. mail any time on the first Friday in March.
- **Registration/Reply Date** - Enrollment contracts for newly admitted students are due back to the school no earlier than the third Friday in March (March 15, 2024), or two weeks from the date of notification.
- **Tuition Binding Date** - Enrollment contracts for newly admitted and re-enrolling students are binding as of 4:00 pm on June 1. This means that schools may not release the tuition obligation of a family that has already enrolled unless the family notifies the school of its decision to enroll elsewhere by 4:00 pm on June 1. If June 1 falls on a weekend, the binding date shall be 4:00 pm on the immediately preceding Friday.

Upon receipt of an application, member schools of AISGW presume that if an applicant is currently enrolled at another independent school, the applicant’s family already has notified that school of an intention to apply elsewhere in the independent school community.

An AISGW member school will not accept a student from another AISGW school without receipt of appropriate records directly from the student’s present school. Families are required to request the relevant records (i.e., transcripts) from their current school as part of the application process.

Families should inform all independent schools to which they have applied if and when they no longer seek admission to a particular school.

Families should not submit an enrollment deposit at more than one school.

With respect to financial aid, families should note the following:

- A family’s aid shall be provisional until all requested documentation is submitted.
- Schools and families shall not engage in discussions regarding other schools’ awards for purpose of bargaining for students to the extent such discussions could lead to awards that exceed demonstrated need.
- With respect to merit-based aid, such awards and the criteria for receiving them shall be published by the school in its admission materials and/or on its website.

### AISGW Member Schools

- The Academy of the Holy Cross
- Aidan Montessori School
- Alef Bet Montessori
- Barrie School
- Beauvoir, the National Cathedral Elementary School
- Bishop John T. Walker School for Boys
- Bishop McNamara High School
- Browne Academy
- Bullis School
- Burgundy Farm Country Day School
- Butler Montessori
- Capitol Hill Day School
- Charles E. Smith Jewish Day School
- Commonwealth Academy
- Concord Hill School
- Congressional School
- Connelly School of the Holy Child
- The Diener School
- Edmund Burke School
- Episcopal High School
- Evergreen School
- The Field School
- Flint Hill School
- Foxcroft School
- Friends Community School
- Georgetown Day School
- Georgetown Preparatory School
- Georgetown Visitation Preparatory School
- German International School Washington D.C.
- Gonzaga College High School
- Grace Episcopal Day School
- Grace Episcopal School
- Green Acres School
- Green Hedges School
- The Harbor School
- The Heights School
- The Hill School
- Holton-Arms School
- The Lab School of Washington
- Landon School
- The Langley School
- Little Folks School
- Loudoun Country Day School
- Lowell School
- The Madeira School
- Maret School
- Mater Dei School
- McLean School
- Milton Gottesman Jewish Day School of the Nation’s Capital
- National Cathedral School
- National Child Research Center
- National Presbyterian School
- The Nora School
- Norwood School
- Oakwood School
- Parkmont School
- The Potomac School
- The Primary Day School
- The River School
- St. Albans School
- St. Andrew’s Episcopal School
- St. Anselm’s Abbey School
- St. Columba’s Nursery School
- St. John’s College High School
- St. Patrick’s Episcopal Day School
- St. Stephen’s & St. Agnes School
- Sandy Spring Friends School
- San Miguel School
- Sheridan School
- Sidwell Friends School
- Stone Ridge School of the Sacred Heart
- The Tidewater School
- Washington Episcopal School
- Washington International School
- Washington Jesuit Academy
- Washington School for Girls
- Washington Waldorf School
- Westminster School
- The Woods Academy