

Date of application \_\_\_\_\_



\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Applying for Grade

\_\_\_\_\_  
School Year

#### **STUDENT AND PARENTS:**

To apply for admission, complete and return this form and the \$50 application fee made payable to Runnels.

In addition to a completed application, all applicants must submit the necessary letters of reference and academic records. Applicants must also present themselves for a personal interview with the principal and/or faculty admissions committee.

Acceptances will be determined on the basis of the school's admission policies, evaluation of standardized test scores, past achievement and conduct records, personal interview, and vacancies that exist.

Runnels Junior High School admits students of any race, color, religion, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school.

When candidates are accepted, their return of the enrollment contract, with the enrollment fee, will complete the registration procedure. Because space is limited, a prompt response to an offer of acceptance is necessary.

*Revised October 2009*

**APPLICATION FOR ADMISSION**

20\_\_\_\_ - 20\_\_\_\_

**STUDENT NAME** \_\_\_\_\_  
Last First Middle (Name Called)

Student Social Security Number \_\_\_\_\_ Sex of applicant \_\_\_\_\_

Date of Birth \_\_\_\_\_ Present Age \_\_\_\_\_ Place of Birth \_\_\_\_\_  
Mo/Day/Yr

Home Address \_\_\_\_\_

\_\_\_\_\_  
City State Zip Telephone

*Applicant lives with (Guardians):* \_\_\_\_\_

*If other than parent, please state relationship:* \_\_\_\_\_

**FAMILY INFORMATION**

*FATHER'S*

Name \_\_\_\_\_ Occupation \_\_\_\_\_  
Last First Middle

Business Address \_\_\_\_\_ Telephone \_\_\_\_\_

\_\_\_\_\_  
City State Zip

*MOTHER'S*

Name \_\_\_\_\_ Occupation \_\_\_\_\_  
Last First Middle

Business Address \_\_\_\_\_ Telephone \_\_\_\_\_

\_\_\_\_\_  
City State Zip

*SIBLINGS' Names, Ages, and Schools Attending:*

\_\_\_\_\_  
Name Age School

\_\_\_\_\_  
Name Age School

\_\_\_\_\_  
Name Age School

# SCHOOL HISTORY

## School applicant is attending or last attended:

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Name \_\_\_\_\_ School District \_\_\_\_\_

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Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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Principal \_\_\_\_\_ Phone \_\_\_\_\_

What other schools has applicant attended? Give dates attended, grades, city, state, and zip.

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Has applicant ever been retained? \_\_\_\_ Yes \_\_\_\_ No

Comments: \_\_\_\_\_

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Has applicant ever been tested for or diagnosed with a reading or learning difficulty? \_\_\_\_ Yes \_\_\_\_ No

*If yes, please discuss the results and include a copy of the report.*

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Has the applicant ever been dismissed from any school for any reason? \_\_\_\_ Yes \_\_\_\_ No

Has the applicant ever been asked to withdraw from any school for any reason? \_\_\_\_ Yes \_\_\_\_ No

Has the applicant ever been suspended (in-house or out-of-school) from any school for any reason? \_\_\_\_ Yes \_\_\_\_ No

*If "YES" to any of the preceding three questions, please explain, including appropriate details and name of school and year.*

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## REFERENCES

Please give provided reference forms to three individuals (one teacher, one teacher or administrator, and one personal reference who is **not** related to the applicant). Reference forms should be returned directly to the Admissions Office. In the spaces below, please give the names of the individuals to whom you have given reference forms.

**Teacher** \_\_\_\_\_  
Name  
\_\_\_\_\_  
Address City State Zip  
\_\_\_\_\_  
Telephone

**Teacher or Administrator** \_\_\_\_\_  
Name  
\_\_\_\_\_  
Address City State Zip  
\_\_\_\_\_  
Telephone

**Personal** \_\_\_\_\_  
(Not a relative) Name  
\_\_\_\_\_  
Address City State Zip  
\_\_\_\_\_  
Telephone

Who referred you to Runnels Junior High School? \_\_\_\_\_

\_\_\_\_\_  
Signature of parent

\_\_\_\_\_  
Date

***“I understand that this is an application only, that there is no obligation on my part to enroll the herein named child, and that there is no obligation on the part of Runnels School to accept my child. I further understand that this is an application only for the school year specified and will not be a continuing application for future years.”***

# RUNNELS JUNIOR HIGH SCHOOL

## *Confidential Reference Form*

To the student: Please fill out the form above the dotted line and then submit it to your teacher, administrator, and personal reference for completion.

**Applicant's Name:** \_\_\_\_\_ **Applying for grade:** \_\_\_\_\_

I hereby waive all access to the information stated below. Signature of applicant \_\_\_\_\_

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This student has submitted an application for admission to Runnels Junior High School. We ask for your careful evaluation of the student. This report will be used exclusively by the admission committee. Please complete this page and return it to: Admissions Office, Runnels School, 17255 South Harrell's Ferry Road, Baton Rouge, LA, 70816. Thank you jfor your cooperation.

How long and in what context have you known the student applicant?

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What are the first words that come to your mind to describe the applicant?

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### RATINGS

Academic                      Below Average      Average      Good      Excellent      No basis for Judging

<b>Intellectual Ability</b>					
<b>Motivation</b>					
<b>Creative Qualities</b>					
<b>Written Expression</b>					
<b>Effective Class Participation</b>					
<b>Study/Work Habits</b>					

### Character and Personality

<b>Leadership</b>					
<b>Concern for Others</b>					
<b>Self-confidence</b>					
<b>Maturity</b>					
<b>Honesty/Integrity</b>					
<b>Personal Initiative</b>					

[OVER]

Please feel free to write whatever you think is important about this student, including a description of academic and personal characteristics. We are particularly interested in the candidates's academic promise, motivation, maturity, initiative, leadership potential, capacity for growth, special talents, and enthusiasm. We are interested in gaining insight into the strengths and weaknesses of the student.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please print name \_\_\_\_\_ Title \_\_\_\_\_

# Student Questionnaire

This portion of the application is to be completed by the student applicant.

List the academic subjects of greatest interest to you:

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List the academic subjects of least interest to you:

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Estimate about how many hours a week you spend on required homework by checking one of the following:

0-1 hour    1-3 hours    3-5 hours    5-7 hours    7+hours

Estimate your current academic standing in your grade by checking one of the following:

Top 10%    Top 25%    Top 50%    Bottom 50%

Name two books that you have read and especially enjoyed in the last year. Give titles and authors:

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## Extracurricular and Creative Interests

Please identify, where appropriate, your areas of interest, with emphasis on your significant activities of the last two years. Be as specific as possible. Mention awards won for special achievement in any activities.

*Musical* \_\_\_\_\_

*Artistic* \_\_\_\_\_

*Literary, Dramatic, Speech* \_\_\_\_\_

*Athletic* \_\_\_\_\_

*Scouting* \_\_\_\_\_

*Church Activities* \_\_\_\_\_

*Hobbies* \_\_\_\_\_

*Volunteer/Community Service* \_\_\_\_\_

*Paid Employment* \_\_\_\_\_

*Leadership Positions* \_\_\_\_\_

*Other /Additional Information* \_\_\_\_\_

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# ESSAY

In the space below, write an essay in your best penmanship on any one of the following four topics:

- TOPIC 1: *Describe your favorite possession and what it reveals about you as a person.*  
TOPIC 2: *Describe the best piece of advice you were ever given, including the person(s) who gave it.*  
TOPIC 3: *Describe what academic and extracurricular contributions you plan to make at Runnels.*  
TOPIC 4: *Describe the personal characteristics you possess that will make you successful in school.*

How did you find out about Runnels?

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Signature of Student

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Date