



# Columbus Academy

## Application Procedure for Early Childhood

### *Explorers (3YO), Pre-Kindergarten & Kindergarten*

*Thank you for considering Columbus Academy for your child's education. Components of the process are outlined below and we encourage families to schedule a time to tour our 231-acre campus.*

#### Age Requirements for Early Childhood

Explorers: age 3 by Aug. 20 Pre-Kindergarten: age 4 by Aug. 20 Kindergarten: age 5 by Aug. 20

### Getting Started – Online Inquiry Form

In order to begin the application process, you must first create an inquiry through our web portal. [Click here](#) or scan the QR code to get started. Once your inquiry form is processed, you will be able to log-in and go through the following admissions steps.



### Application Process

#### 1 - Application

Listed on the checklist page of Blackbaud, the application is complete once all required fields are submitted and the \$100 application fee is paid.

#### 2 - Parent Questionnaire

Allows us get to know your family and child better.

#### 3 - Parent Admissions Conference

Please call our office to schedule your parent meeting with Lisa. This is an opportunity for you to share what you're looking for in your child's education. It is also a time for us to answer questions about Columbus Academy. Please allow approximately 30 minutes for this meeting.

#### 4 - Admissions Screening

You will bring your child for one of our pre-selected screening dates in the months of January and February. Dates for those screenings are available in December after an application has been received.

#### 5 - Teacher Report & Transcript

Depending on the grade a student is applying for, applicants may be required to request a transcript and current teacher/caregiver recommendations. Please do not submit these until December so grades are current and applicant's teachers know the child well. If your child does not currently attend a preschool, the report is not required.

## Upcoming Admissions Events: to apply for the 2024-25 school year

(register online for these events at [columbusacademy.org/admissions-events](https://columbusacademy.org/admissions-events))

Early Childhood Showcase

**Wed, Oct 4**

8:30 a.m.

Admissions Showcase

**Mon, Oct 30**

7:00 p.m.

Viking Visits

(bi-weekly on Wednesdays)

**Beginning November 15**

8:30 a.m.

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### Tuition Assistance

*For students in grades Pre-Kindergarten through Grade 12\**

Affordable and accessible education is important to us. Academy offers the largest tuition assistance budget of all Ohio-area independent schools. Approximately 25% of Columbus Academy students receive Tuition Assistance. We provide payment options to assist families in managing tuition costs.

Families that would like to apply for tuition assistance need to do so **by February 15, 2024**.

More information can be found at [columbusacademy.com/admissions](https://columbusacademy.com/admissions) or scan the QR code.



*\*Please note that assistance is not currently available for our Explorers program.*

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### Admissions Contact

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