



Application for Admission Boarding Student

Application Checklist:

All of the following items must be returned before your admission can be finalized. We are equipped to receive your application on paper, via fax, email, or online. An interview is required; a phone/video interview may suffice in some situations. An application fee of \$50 US is required.

- **Applicant Information Pages**
- **Applicant Essays**
- **English Teacher Reference**
- **Math Teacher Reference**
- **Character Reference**

Recommendations may be sent directly from your references, or you may gather them and return the complete set all together. You may use the attached reference forms **or** your references can write a letter on your behalf.

- **Preliminary Medical Screening Page**
- **Transcripts**

Transcripts for all high school courses will be required. Please provide a translation of any documents not written in English.

- **Test Scores**

If you are applying for admission to grade 11 or grade 12, you MUST include a standardized test score. Any of the following are acceptable: achievement tests (Stanford, California, etc.); Secondary School Admission Test (SSAT); National Educational Development Test (NEDT); SAT; ACT; Secondary Level English Proficiency Test (SLEP); or the Test of English as a Foreign Language (TOEFL). The SSAT is the preferred test. Other tests may suffice.

If you are applying for admission to grade 9 or grade 10, we can evaluate your application without any standardized test scores, but we prefer that you submit one.

If you are applying for admission to grade 7 or 8, and have not taken any standardized tests in school, we may administer an admissions test to you.

- **Application Fee**
- **Photo**

We must receive your **complete** application by the application deadline. All applications will then be reviewed by our admissions committee. We will notify all applicants by the Notification of Admissions Decisions date. Application deadline and notification dates can be found on our website. Your approved application does not bind you to attend, nor does it guarantee a place for you.

Houghton Academy does not discriminate on the basis of gender, race, color or national or ethnic origin in the administration of its educational policies, admissions policies, hiring policies, scholarship or loan programs, or athletic or other school-administered programs.

Using the free Acrobat Reader, you may open this form and type directly onto it (you cannot save what you type, however, unless you have the full Acrobat program.) Clicking the "Reset Form" button clears everything that has been entered. Alternately, you may print these pages and complete them by hand. You may mail, fax or e-mail your completed application to Houghton Academy.



Houghton Academy

9790 Thayer Street, Houghton, NY 14744
Phone: (585) 567-8115; Fax: (585) 567-8048
E-Mail: Admissions@HoughtonAcademy.org
Website: www.houghtonacademy.org

APPLICANT INFORMATION

FAMILY NAME First Name Middle Name Preferred Name or Nickname

Home Address Home Address (continued)

City State/Province Country Zip/Postal Code

Home Telephone (include country, city, and area code) Fax Number (include country, city, and area code)

Current mailing address if different from your home address. (NOT educational agency address)

Temporary Address Temporary Address (continued)

City State/Province Country Zip/Postal Code

I will be at this temporary address until (date, mm/dd/yy) _____

Date of Birth (Month/Day/Year) City of Birth Country of Birth Country of Citizenship

Male Female Applicant E-Mail Address

Month/Year of Proposed Entrance Current Grade Applying for Grade

EDUCATION

Present School

School Name Dates of Attendance

Address City State/Province Country Zip/Postal Code

Head or Counselor Telephone Fax Number

FAMILY INFORMATION

Father/Guardian

Name	Occupation	Name of Company		
Home Address (if different from student)	City	State/Province	Country	Zip/Postal Code
Business Address	City	State/Province	Country	Zip/Postal Code
Business Telephone (include country, city, and area codes)		Home Telephone (include country, city, and area codes)		
Fax Number (include country, city, and area codes)		E-Mail Address		

Mother/Guardian

Name	Occupation	Name of Company		
Home Address (if different from student)	City	State/Province	Country	Zip/Postal Code
Business Address	City	State/Province	Country	Zip/Postal Code
Business Telephone (include country, city, and area codes)		Home Telephone (include country, city, and area codes)		
Fax Number (include country, city, and area codes)		E-Mail Address		

Educational Agent (Not required)

Name	Name of Company			
Address	City	State/Province	Country	Zip/Postal Code
Telephone (include country, city, and area codes)				
Fax Number (include country, city, and area codes)		E-Mail Address		

Applicant lives with? Father Mother Both Other _____

Where should admission materials be sent? Father Mother Both Other _____

Where should bills be sent? Father Mother Both Other _____

Check if appropriate: Father Deceased Parents Divorced Father Remarried Living Outside U.S.
 Mother Deceased Parents Separated Mother Remarried

If parents are divorced or separated, who has legal custody of the applicant? _____

First language, other than English _____ Language spoken in the home _____

Declaration of ethnicity (optional) _____

INFORMATION ABOUT BROTHERS AND SISTERS (use additional sheet if necessary)

Name	Age	School
Name	Age	School
Name	Age	School
Name	Age	School

Relatives of applicant who have attended Houghton Academy: _____

PRELIMINARY CONTRACT

Name of Parent(s)/Guardian(s) _____

Name of Student _____

We agree to support the philosophy and to abide by the expectations and regulations of Houghton Academy as expressed in the school catalog and handbook.

Our child has full permission to participate in all school-sponsored activities.

In an emergency when we, the parents or guardians, cannot be reached, the Houghton Academy authorities have our permission to act in place of parents and thus make decisions with regard to our child, including medical authorizations.

We give permission for our child's photograph to be used in Houghton Academy promotional materials.

We understand that a financial contract/agreement will be presented to us when our child is accepted; our intention is to sign that contract as well and we agree to pay all the expenses incurred by our child when enrolled in Houghton Academy.

Father's Signature _____

Mother's Signature _____

Applicant's Signature _____

How did you hear about Houghton Academy? _____
