



ADMISSION PROCESS AND CHECKLIST

Instructions: Please use the checklist below to complete the admission process.

1. Submit to Menaul School:

- Completed Application and Photograph
- Non-refundable \$35 Application Fee
- Parent Statement
- Request for Transcripts
- Admission Test Registration Form

2. Schedule Campus Visit and Interview. Visits may be scheduled prior to submitting an application.

- Contact Ericka Paul, Assistant to Admission, at 505.341.7250, to schedule your:
 - Student interview and classroom visit (7:45am – 2:30pm)
 - Parent interview and campus tour (7:45am – 10:00am)

3. Recommendation Forms.

- After the first semester, submit math and English recommendation(s) to your child's instructor(s).
 - Do not submit recommendations to instructors before December.
 - Completed recommendations must be mailed directly to Menaul School.

4. Financial Aid Process.

- Request Financial Aid packet from Ericka Paul at above number.
- Follow financial aid instructions included in the Financial Aid packet.

Important Admission Dates

Application Deadline	February 10, 2012
Financial Aid Deadline	February 24, 2012
Admission Decision Letters Mailed	March 30, 2012
Enrollment Contracts and Deposits Due	April 11, 2012

All correspondence should be addressed to:

Menaul School
Admission Office
301 Menaul Blvd. NE
Albuquerque, NM 87107
505.341.7250 fax 505.344.2517



APPLICATION FOR ADMISSION

Please attach a current photograph of your child.

Instructions: This application is to be completed by the applicant's parent/guardian and mailed to the Admission Office, along with the \$35 non-refundable application fee.

Applying for grade _____ in the [] Fall [] Spring semester of 20____.

STUDENT INFORMATION

Applicant's Name _____
Last First Middle Preferred Name

Mailing Address _____
Street City/State Zip Code

Date of Birth ____/____/____ Gender [] Male [] Female

Citizenship [] US [] Other (Name Citizenship) _____ Social Security Number _____

Names of Siblings:

_____	_____	_____
Name	Grade	School
_____	_____	_____
Name	Grade	School
_____	_____	_____
Name	Grade	School

Current School _____

School Address _____
Street City/State Zip Code

School Phone () _____ School Fax () _____ Grades Attended _____

Academic Strengths: _____

Academic Concerns: _____

What activities has your child participated in at school? This list may include clubs, sports, organizations, student government, and after school programs.

What activities has your child participated in outside of school? This list may include sports, recreational activities, community/church activities, hobbies, and/or special interests (arts, music, etc.).

Please describe any concerns you have about your child's full participation in school programs (academics, athletics, community).

Has your child ever been dismissed, suspended, placed on probation, or received any other type of disciplinary action? []No []Yes

Grade _____ Reason _____

Primary language(s) spoken at home _____

Has your child participated in a dual language program? []No []Yes School _____

Has your child participated in an ESL program? []No []Yes How many years? _____

Instructor Recommendations (Please list all instructors who will be submitting Recommendation Forms):

English Instructor _____
Last First Name of School

Math Instructor _____
Last First Name of School

Gifted/Honors/Enrichment Instructor (if applicable) _____
Last First

Name of School

Will you be applying for need-based financial aid? []No []Yes

- Financial Aid packets will be mailed in mid-December
- Please note that Financial Aid applications must be submitted by February 24, 2012 in order to be considered for a financial aid award.

Name(s) and relationship(s) of any relative(s) and/or friend(s) who are attending or have attended Menaul School and the year(s) they attended:		
_____ Name	_____ Relationship	_____ Year(s) Attended
_____ Name	_____ Relationship	_____ Year(s) Attended
_____ Name	_____ Relationship	_____ Year(s) Attended
_____ Name	_____ Relationship	_____ Year(s) Attended

FAMILY INFORMATION

Household One

Parent/Guardian I: Last Name, First Name

Relationship to Applicant

Parent/Guardian II: Last Name, First Name

Relationship to Applicant

Home Address _____
Street City/State Zip Code

Mailing Address _____
Street City/State Zip Code

Parent/Guardian I:

Home Phone _____ Cell Phone _____ Work Phone _____

Email Address _____

Employer/Business _____ Position/Title _____

Occupation _____

Parent/Guardian II:

Home Phone _____ Cell Phone _____ Work Phone _____

Email Address _____

Employer/Business _____ Position/Title _____

Occupation _____

Household Two

Parent/Guardian I: Last Name, First Name

Relationship to Applicant

Parent/Guardian II: Last Name, First Name

Relationship to Applicant

Home Address _____
Street City/State Zip Code

Mailing Address _____
Street City/State Zip Code

Parent/Guardian I:

Home Phone _____ Cell Phone _____ Work Phone _____

Email Address _____

Employer/Business _____ Position/Title _____

Occupation _____

Parent/Guardian II:

Home Phone _____ Cell Phone _____ Work Phone _____

Email Address _____

Employer/Business _____ Position/Title _____

Occupation _____

Check all applicable:

- Parents Married Parents Separated Parents Divorced
 Father Remarried Mother Remarried Father Deceased Mother Deceased

Who does the Applicant live with? Household One Household Two

Other (Please specify below.)

Name

Relationship to Applicant

Menaul School does not discriminate against otherwise qualified students on the basis of race, color, religion, gender, national origin, or sexual orientation and makes reasonable accommodations for otherwise qualified students with disabilities. In order to maintain our diverse student body we have included these optional questions:

How would you describe the Applicant? Check all that apply.

- African American Native American (Tribe) _____ Middle Eastern American
 Asian American Caucasian Latino/Hispanic Multiracial
 Other (please describe)_____

What is the Applicant's religious affiliation?

- Christian—No affiliation Christian—Catholic Christian—Protestant _____
Denomination
 Muslim Buddhist Jewish Atheist Agnostic
 Other (Please describe)_____

The information provided in this application is complete and correct to the best of my knowledge. I understand that failure to disclose or misrepresent information requested may jeopardize admission or enrollment at Menaul School.

Signature of Parent/Guardian _____ Date ____/____/____

Signature of Parent/Guardian _____ Date ____/____/____



PARENT STATEMENT

Instructions: This statement is to be completed by the applicant's parent/guardian and returned with the completed application to the Menaul School Admission Office.

Applicant's Name _____
Last First Middle Preferred Name

At Menaul School, we believe that parent involvement and input are important factors in ensuring greater success for our students. Our goal is to create the best possible match between our students, our families, and our school. Please help us learn more about your child by completing this form.

1. Please share your insights regarding your child's academic achievements and academic challenges. How has your child's school helped him/her to be successful?

2. Help us to better understand what motivates your child.

3. What are your expectations, concerns, and goals for your child's education?

4. What additional information would be helpful for us to know about your child?

Signature of Parent/Guardian _____ Date ____ / ____ / ____

Signature of Parent/Guardian _____ Date ____ / ____ / ____



REQUEST FOR TRANSCRIPTS

Instructions: Part of the admission process is a review of the applicant's current transcripts, report cards, and instructor comments. Please return this form with the completed application to the Menaul School Admission Office.

Parents:

Applicant's Name _____ Current Grade _____
Last First Middle

Releasing School _____

School Address _____
Street City/State Zip Code

I hereby give my permission to release my child's complete 2011-2012 educational records to:

**Ericka Paul, Assistant to Admission
Menaul School
301 Menaul Blvd. NE
Albuquerque, NM 87107**

Signature of Parent/Guardian _____ Date ____/____/____

Schools:

Please return the following items to the Admission Office at Menaul School by **February 1, 2012**:

- Transcripts/report cards of current grade and two previous grades.
 - 2011-12 Academic Year
 - 2010-11 Academic Year
 - 2009-10 Academic Year
- Standardized test scores.
- Instructor comments (current and previous two years).
- Diagnostic evaluations (if applicable).
- Gifted evaluations (if applicable).



TEST REGISTRATION

Instructions: All applicants applying to Menaul School must complete the admission test requirement by submitting the registration form below. **Please return the completed registration form to Ericka Paul, Assistant to Admission, at least two (2) weeks before your selected test date.**

Applicant's Name _____
Last First Middle Preferred Name

Applying for Grade _____ Current School _____

If applying for Grades 9-12, please circle the name of current math class:

Algebra I Algebra II Geometry Calculus Trigonometry

Please Note: Calculators may not be used during admission testing.

Parent/Guardian Name(s) _____

Mailing Address _____
Street City/State Zip Code

Preferred Phone() _____ Email _____

MENAUL SCHOOL TESTING DATES

- | | |
|---|---------------|
| <input type="checkbox"/> December 3, 2011 | Menaul School |
| <input type="checkbox"/> January 7, 2012 | Menaul School |
| <input type="checkbox"/> January 28, 2012 | Menaul School |

Registration begins at 8:45am. The test is administered from 9:00-12:00pm. Snacks will be provided during the break.

If your child has a diagnosed learning difference or needs special testing accommodations, please contact Ericka Paul, Assistant to Admission, at 505.341.7250, at least two (2) weeks prior to your selected test date.

Bosque School and Sandia Preparatory School have agreed to share admission test scores with Menaul School for those students who are cross-applying and will be accepted in lieu of Menaul School's admission testing. We hope this helps streamline the process for applicant families. If you would like to take advantage of this option, please complete the permission form below and **return to Menaul School.**

I hereby give permission to Bosque School/Sandia Preparatory School to release and share with Menaul School the results of admission testing for my student:

Student's Name Parent/Guardian Signature Date

Please indicate your scheduled test date:

- | | |
|--|--|
| <input type="checkbox"/> November 12, 2011 | Sandia Preparatory School (6 th grade only) |
| <input type="checkbox"/> December 3, 2011 | Bosque School |
| <input type="checkbox"/> January 7, 2012 | Sandia Preparatory School |
| <input type="checkbox"/> January 21, 2012 | Sandia Preparatory School |
| <input type="checkbox"/> January 28, 2012 | Bosque School |



2011-2012 MENAUL SCHOOL ADMISSION CALENDAR

	20	August						11	
	S	M	T	W	T	F	S		
17 - Orientation/ First Day of School									
	31	1	2	3	4	5	6		
	7	8	9	10	11	12	13		
	14	15	16	17	18	19	20		
	21	22	23	24	25	26	27		
	28	29	30	31					

	20	September						11	
	S	M	T	W	T	F	S		
5 - Labor Day-No School									
22 - Mod 1 Ends					1	2	3		
23 - US No School	4	5	6	7	8	9	10		
26 - Mod 2 Begins	11	12	13	14	15	16	17		
	18	19	20	21	22	23	24		
	25	26	27	28	29	30			

	20	October						11	
	S	M	T	W	T	F	S		
4 - Menaul School Campus Visits Begin									
13 - 1st Quarter Ends							1		
14 - MS No School	2	3	4	5	6	7	8		
17 - 2nd Quarter Begins	9	10	11	12	13	14	15		
21 - Half day/ Coronation 12 pm release	16	17	18	19	20	21	22		
22 - Homecoming	23	24	25	26	27	28	29		
	30	31							

	20	November						11	
	S	M	T	W	T	F	S		
6 - Menaul Showcase 2011 2pm									
11 - Veterans Day/ No School			1	2	3	4	5		
12 - Sandia Prep Admission Test	6	7	8	9	10	11	12		
22 - GrandPanther Tea	13	14	15	16	17	18	19		
23-25 - Thanksgiving Break	20	21	22	23	24	25	26		
	27	28	29	30					

	20	December						11	
	S	M	T	W	T	F	S		
3 - Menaul School Admission Test									
3 - Bosque School Admission Test					1	2	3		
9 - Bugg Lights Opening Night	4	5	6	7	8	9	10		
15 - 2nd Quarter Ends	11	12	13	14	15	16	17		
15 - Mod 3 Ends	18	19	20	21	22	23	24		
16 - Faculty Work Day - MS/US No School	25	26	27	28	29	30	31		

	20	January						12	
	S	M	T	W	T	F	S		
3 - Back To School									
3 - Mod 4 Begins	1	2	3	4	5	6	7		
3 - Quarter 3 Begins	8	9	10	11	12	13	14		
7 - Menaul School Admission Test	15	16	17	18	19	20	21		
7 - Sandia Prep Admission Test	22	23	24	25	26	27	28		
16 - Martin Luther King Jr. Day- No School	29	30	31						

Legend			
Important Menaul Admission Dates	Federal/School Holidays with No School		
Begin & End of Mods/Qtrs	Faculty Work Days with No School	Special Event Day	
		Admission Testing at Bosque & Sandia Prep	



2011-2012

MENAU SCHOOL ADMISSION CALENDAR

		February								
		S	M	T	W	T	F	S		
3 - Mod 4 Ends					1	2	3	4	17 - Early Release @ 1 pm	
6 - US No School									20 - Presidents' Day- No School	
7 - Mod 5 Begins		5	6	7	8	9	10	11	24 - Menaul School Financial Aid Deadline	
9 - Head of School Day - Off Campus		12	13	14	15	16	17	18		
10 - Menaul School Application Deadline		19	20	21	22	23	24	25		
15-18 - Portales Drama Festival - US only		26	27	28	29					

		March								
		S	M	T	W	T	F	S		
2 - Quarter 3 Ends						1	2	3	30 - Admission Decision Letters Mailed	
5 - MS No School										
6 - Quarter 4 Begins		4	5	6	7	8	9	10		
9 - Mod 5 Ends/ Early Release @ 1 pm		11	12	13	14	15	16	17		
12-16 - Spring Break		18	19	20	21	22	23	24		
19 - Mod 6 Begins		25	26	27	28	29	30	31		

		April								
		S	M	T	W	T	F	S		
2-5 - Mission Week									26 - Mod 7 Begins	
6 - Good Friday- No School		1	2	3	4	5	6	7		
9 - Easter Monday- No School		8	9	10	11	12	13	14		
11 - New Enrollment Contract Deadline		15	16	17	18	19	20	21		
24 - Mod 6 Ends		22	23	24	25	26	27	28		
25 - US No School		29	30							

		May								
		S	M	T	W	T	F	S		
4-5 - MAD Fest					1	2	3	4	5	26 - Graduation - 10am
5 - Spring Information Session and Admission Test										28 - Memorial Day
23 - Menaul Honors - 6 pm		6	7	8	9	10	11	12		
24 - Last Day of School - 12pm Release		13	14	15	16	17	18	19		
24 - 8th Grade Rite of Passage - 11am		20	21	22	23	24	25	26		
25 - Baccalaureate - 7pm		27	28	29	30	31				

		June								
		S	M	T	W	T	F	S		
							1	2		
		3	4	5	6	7	8	9		
		10	11	12	13	14	15	16		
		17	18	19	20	21	22	23		
		24	25	26	27	28	29	30		

Legend

Important Menaul Admission Dates	Federal/School Holidays with No School	Special Event Day
Begin & End of Mods/Qtrs	Faculty Work Days with No School	Admission Testing at Bosque & Sandia Prep

MENAU SCHOOL
 301 Menaul Blvd. NE
 Albuquerque, NM 87107
 505.341.7250 | 505.344.2517 fax
 www.menaulschool.com





MIDDLE SCHOOL CURRICULUM 2011-2012

Listed below is the suggested schedule of courses for each grade level in the middle school.

6th grade

- Bridge to Language Arts
- Geography Skills 6
- Life Science
- Math 6
- Enrichment Block (Rotated at semester)
 - Music
 - Art
 - Religion
 - Spanish
- Performance Block (1 choice per year)
 - Choir
 - Drama
 - Band
 - Yoga/Dance
- Physical Education

7th grade

- Language Arts 7
- New Mexico History
- Earth Science
- Math 7
- Enrichment Block (Rotated at semester)
 - Music
 - Art
 - Religion
 - Spanish I
- Performance Block (1 choice per year)
 - Choir
 - Drama
 - Band
 - Yoga/Dance
- Physical Education

8th grade

- Language Arts 8
- US History
- Physical Science
- Algebra or Pre-Algebra
- Enrichment Block (Rotated at semester)
 - Music
 - Art
 - Religion
 - Spanish
- Performance Block (1 choice per year)
 - Choir
 - Drama
 - Band
 - Yoga/Dance
- Physical Education





UPPER SCHOOL CURRICULUM 2011-2012

Listed below is the suggested schedule of courses for each grade level in the upper school. Four mods equal one credit.

9th Grade

English 9	4 Mods
Algebra I or Geometry	Full Year
Spanish I or II	Full Year
NM History	2 Mods
Science Methods	1 Mod
Biology I	4 Mods
Religion	2 Mods
Physical Education	2 Mods
Visual/Performing Arts	2 Mods
Computer Applications	1 Mod

10th Grade

English 10	4 Mods
Geometry or Algebra II	Full Year
Spanish II or III	Full Year
World Studies	4 Mods
Chemistry	4 Mods
Religion	2 Mods
Physical Education	2 Mods
Visual/Performing Arts	2 Mods
Computer Graphics	1 Mod

11th Grade

English 11	4 Mods
Trigonometry/Pre-Calculus	4 Mods
US History	4 Mods
Science Research	1 Mod
Environmental Science, Physics or Biology	4 Mods
Spanish III or IV	4 Mods
Religion	2 Mods
Web Page Design	1 Mod
Visual/Performing Arts	2 Mods
Capstone	1 Mod

12th Grade

English 12	4 Mods
Calculus or College Algebra	4 Mods
US Government	2 Mods
Economics	2 Mods
Religion	2 Mods
Visual/Performing Arts	2 Mods
Robotics	1 Mod
Capstone	1 Mod

GRADUATION REQUIREMENTS

Subject	Required Credits
English	4.0
Mathematics	4.0
Lab Science	3.5
Social Studies	3.5
Physical Education	1.0
Visual and Performing Arts	2.0
Modern Languages	3.0
Religious Studies	2.0
Technology	1.0
Electives	3.25
Capstone	.75
Total	28.0

What is a "mod"?

Menaul gives upper school students an opportunity to take academic core subjects and electives by dividing the academic school year into seven, 4 ½ week long modules, also known as "mods." Most mods consist of four, 1½ hour class blocks per day, allowing for more subject-focused class time. Four mods equal one credit. Some adjustments to mods are made based on the grade level, for example, in 9th and 10th grade math and Spanish are extended for the full academic year.



TUITION AND FEE SCHEDULE 2011-2012

NEW STUDENT APPLICATION FEE	The application fee must be paid as part of the admission process. This fee is not included in total tuition and fees due.	\$35.00
TUITION	Tuition covers the cost of academic instruction and use of textbooks. Other fees may be incurred for laboratory courses, standardized tests, and extracurricular sports equipment. A sibling discount in the amount of 10% will be awarded to full-pay families for each enrolled child after the first.	\$13,500.00
REGISTRATION FEE	The non-refundable registration fee must be paid in full each year, prior to enrollment. This fee provides for part of the costs of recruitment, student insurance, administrative costs, and processing and set-up charges.	\$500.00
ACTIVITY FEE	The activity fee provides your student with the Menaul School yearbook, student entrance to regular season, Menaul sponsored athletic events and transportation for most field trips.	\$400.00
TORRP	The non-refundable Tuition Obligation Relief/Reimbursement Plan fee is mandatory for families with a payment plan.	\$300.00
TOTAL DUE		\$14,700.00

ADDITIONAL COSTS

UNIFORMS AND LUNCH PROGRAM	Uniforms are required and are purchased through an independent vendor. Students may opt to buy lunch on campus or bring a lunch from home.	Varies
-------------------------------	--	--------