

# **Application Checklist**

We are so excited that your family is ready to prepare your application to Brewster Madrid!

All application materials are submitted via the Veracross application portal.

For recommendations, you simply enter the email address of the recommender. Veracross follows up directly by sending an email with a link to the appropriate recommendation form.

To schedule a family meeting or student interview, please email admissions@brewstermadrid.com with the title "Family meeting request" or "Student interview request."

Brewster Madrid will continue to accept applications on a rolling basis based on enrollment availability.

#### Lower School

K3-Grade 2	Grade 3-5
School Report (from current year)	School Report (from current & previous year)
☐ Family Meeting (zoom or in-person)	☐ Family Meeting (zoom or in-person)

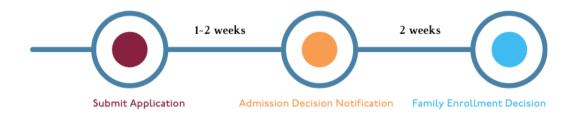
#### Middle School

Grade 6-8
<ul> <li>One recommendation letter (from teacher, mentor, or coach)</li> <li>Academic Records (last 2 years)</li> <li>English Proficiency test*</li> </ul>
☐ Short Video OR Student Interview (zoom or in-person)

# **Upper School**

Grade 9-10	Grade 11-12
<ul> <li>☐ Two recommendation letters (English and Math teacher)</li> <li>☐ Academic records (last 2+ years)</li> <li>☐ English Proficiency Test*</li> <li>☐ Short Answer Question</li> </ul>	<ul> <li>☐ Two recommendation letters (English and Math teacher)</li> <li>☐ Academic records (last 2+ years)</li> <li>☐ English Proficiency Test*</li> <li>☐ Short Answer Question</li> <li>☐ Short Essay</li> </ul>
Student Interview (zoom or in-person)	Student Interview (zoom or in-person)
Optional	Optional
<ul><li>One recommendation letter (mentor, coach, etc.)</li><li>Short video</li></ul>	<ul><li>One recommendation letter (mentor, coach, etc.)</li><li>Short video</li></ul>

### Next Steps



- Once your application is submitted, you can expect an Admission Decision within 2 weeks.
- Once your Admission Decision has been notified, you will have 2 weeks to accept enrollment by paying the one-time enrollment fee to confirm your spot in the school.

### Questions?

Contact admissions@brewstermadrid.com

<sup>\*</sup>English proficiency test: Students who are native speakers of English, or who have been enrolled in a school where English has been the main medium of instruction for the last 2 years are exempt from the test requirement. If a student is not a native speaker and/or the main language of instruction in their school has not been English, we will need an English exam result (TOEFL, IELTS, Cambridge (CAE), Duolingo English test).