

APPLICATION CHECKLIST

Applicants please retain this checklist. Please begin your application process as early as possible. You may submit your application forms before you take the entrance exam and we encourage you to do so.

1._____ Take the entrance examination. Mount Michael administers its own examination at the school in January on the dates set forth for Omaha Archdiocesan high schools. This year's dates are:

January 9, 2010- 9:00 A.M. - 12:00 P.M. ***(Only students taking the test on this day qualify for academic, merit scholarships.)***

January 16, 2009- 9:00 A.M. - 12:00 P.M.

Test fees: \$ 10.00

Please be sure to call and register prior to the test date.

2._____ Complete and mail Form #1, **Application for Admission**, along with a \$ 25.00 application fee payable to Mount Michael Benedictine School. Please include a recent photo of the applicant; this is for our files and will not be returned. ***(As noted on the back side of the form, a hand-written essay is required.)***

3._____ On Form #2, **Personal Recommendation**, print your name and the current date in the spaces provided. Give this form to a non-family member who knows you well and ask them to send the completed recommendation directly to Mount Michael as soon as possible. If you know anyone else who may strengthen your son's application, please feel free to duplicate Form #2 and have them send a letter to us.

4._____ On Form #3, **School Recommendation**, print your name and the current date in the spaces provided. Complete Form #4, **Authorization for Release of Education Records**. Note that this form must be dated and signed by both the applicant and parent. Give Forms #3 and #4 to your principal, counselor or home room teacher, requesting that the completed recommendation, **TOGETHER WITH COPIES OF ALL AVAILABLE GRADES AND PREVIOUS TEST SCORES**, be sent directly to Mount Michael as soon as possible.

5._____ If your family seeks financial aid, please note that this process does not begin until a student is accepted. Should your son be accepted you will receive a student agreement with the acceptance letter. On the agreement there will be a box where you can indicate your interest in applying for financial aid. Should you be interested in applying for financial aid, an application will be sent immediately upon receipt of your agreement.

Feel free to submit any supporting evidence you feel might be helpful to the Board of Admissions. **Applications completed before January 29, will receive first consideration. Steps 1-4 described above must be completed before the Board of Admissions will consider the applicant's file.**

Please address all correspondence to: Eric Crawford, Director of Admissions
Mount Michael Benedictine School
22520 Mount Michael Road
Elkhorn NE 68022-3400

Direct Line: 402-253-0946

Fax: 402-289-4539

E-mail: ecrawford@mountmichael.org

TO BE COMPLETED BY APPLICANT:

How did you hear about Mount Michael Benedictine School? _____

Why are you interested in attending Mount Michael Benedictine School? _____

Do you plan to attend college? _____ If not, what are your plans after graduating from high school? _____

What careers or occupations do you think you might be interested in? _____

List any significant work experiences: _____

List church, school and community activities: _____

List any offices held, awards received, etc: _____

List any special interests of which you feel the Board of Admissions should be aware: _____

Please circle any of the following activities you would be interested in at Mount Michael:

- football cross-country tennis basketball swimming and diving wrestling soccer track golf baseball
- student government forensics band chorus speech journalism drama

Other comments: _____

PERSONAL ESSAY:

On a separate sheet of paper, **IN YOUR OWN HANDWRITING**, write an essay of approximately 250 words concerning one or more of the following:

1. Why I want to attend Mount Michael Benedictine School.
2. What I hope Mount Michael Benedictine School can do for me.
3. What I hope to do for Mount Michael Benedictine School.

The information furnished on this application is correct to the best of our knowledge. If accepted by the Board of Admissions, we agree to follow the policies and regulations of Mount Michael Benedictine School.

Signature of Parent(s)

Signature of Applicant

Date

PLEASE FORWARD TO:

Director of Admissions
Mount Michael Benedictine School
22520 Mount Michael Road
Elkhorn, NE 68022-3400

PERSONAL RECOMMENDATION

Applicant's Name: _____

Date Requested: _____

We respectfully request your advice in deciding upon the admission of this applicant to Mount Michael Benedictine School. These recommendations are the main criteria used by the Admissions Board to determine which students will comprise our freshman class.

Mount Michael is a college-prep boarding school for boys offering both a five-day residential program and an extended day program. The emphasis is on small classes, individual attention with an attempt to create a wholesome unsophisticated atmosphere for growing up. Our program is not suitable for discipline problems nor for those with an uncooperative attitude toward school. The applicant must himself want to be here and accept academic challenge as a prerequisite for a successful experience at Mount Michael.

PLEASE BE ASSURED THAT THE INFORMATION WHICH YOU SUBMIT WILL BE HANDLED IN A PROFESSIONAL MANNER.

How long have you known this applicant? _____

In what capacity have you known him? _____

Do you recommend this applicant for Mount Michael Benedictine School? Yes No

How would you recommend him? Completely With reservation (explain) _____

As compared with young men his age, this applicant has demonstrated an ability to:

	Top 10%	Above Average	Average	Below Average	Don't Know
1. Make friends easily	x	x	x	x	x
2. Set an example of good conduct for others	x	x	x	x	x
3. Cooperate with authority and work within the rules	x	x	x	x	x
4. Accept criticism and make improvements from it	x	x	x	x	x
5. Exert maximum effort, showing a strong desire to achieve	x	x	x	x	x

Please use this side to comment on this young man's strengths and weaknesses, and whether or not you think he could be an asset to our school. Thank you.

Signature

Position

Mailing Address

Phone

PLEASE FORWARD TO:

Director of Admissions
Mount Michael Benedictine School
22520 Mount Michael Road
Elkhorn, NE 68022-3400

Form #2

SCHOOL RECOMMENDATION

Applicant's Name: _____

Date Requested: _____

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Mount Michael is a college-prep school for boys offering both a five-day residential program and an extended day program. The emphasis is on small classes and individual attention with an attempt to create a wholesome unsophisticated atmosphere for growing up. Our program is not suitable for discipline problems nor for those with an uncooperative attitude toward school. The applicant must himself want to be here and accept academic challenge as a prerequisite for a successful experience at Mount Michael.

PLEASE BE ASSURED THAT THE INFORMATION WHICH YOU SUBMIT WILL BE HANDLED IN A PROFESSIONAL MANNER.

How long have you known this applicant? _____

In what capacity have you known him? _____

Do you recommend this applicant for Mount Michael Benedictine School?	Yes	No
How would you recommend him?	Completely	With reservation (explain) _____

As compared with young men his age, this applicant has demonstrated an ability to:

	Top 10%	Above Average	Average	Below Average	Don't Know
1. Make friends easily	x	x	x	x	x
2. Set an example of good conduct for others	x	x	x	x	x
3. Cooperate with authority and work within the rules	x	x	x	x	x
4. Accept criticism and make improvements from it	x	x	x	x	x
5. Exert maximum effort, showing a strong desire to achieve	x	x	x	x	x
6. Achieve academically	x	x	x	x	x

Please use this side to comment on this young man's strengths and weaknesses, and whether or not you think he could be an asset to our school. Thank you.

NOTE:

1. Please include the results of any objective tests that may be available.
2. Please send a complete transcript of credits DIRECTLY TO THE OFFICE OF ADMISSIONS (not through the parents.) Please include, or send as soon as available, grades for 8th grade.

Signature

Position

School

Mailing Address

Phone

PLEASE FORWARD TO:

Director of Admissions
Mount Michael Benedictine School
22520 Mount Michael Road
Elkhorn, NE 68022-3400

AUTHORIZATION FOR RELEASE OF EDUCATIONAL RECORDS

This form is to be retained by
the elementary or junior high
school sending the records.

SPECIAL NOTE: In accordance with the federal Privacy Rights of Parents and Students Act, the following signed consent is necessary in order for Mount Michael Benedictine School to receive student information for use in conjunction with the student's application for admission.

The undersigned hereby consent to the release to Mount Michael Benedictine School of all educational records about the student, including recommendations and such other information as may be requested.

Date: _____

Signature of student: _____

Signature of parent or legal guardian: _____

For use by the elementary or junior high school:

Date sent: _____

- _____ School Recommendation
- _____ Transcript of grades or credits
- _____ Record of standardized test scores
- _____ Eighth Grade First Semester grades
- _____ Eighth Grade Second Semester grades (if later requested)

Send records requested to:

Director of Admissions
Mount Michael Benedictine School
22520 Mount Michael Road
Elkhorn, NE 68022-3400