

# Application Checklist: Sibling Priority Cycle

## ADMISSIONS DEADLINES

**Application Completion Deadline:** Friday, November 18, 2022

**School Report Deadline:** Friday, December 2, 2022

**Admissions Notifications:** after 12 PM, Friday, December 9, 2022

**Enrollment Agreement and Deposit Deadline:** by 12 PM, Friday, December 16, 2022

**To Apply for PreK-1** Children must be 3 years old by September 1, 2023  
(DOB between September 2, 2019–September 1, 2020)

**To Apply for PreK-2** Children must be 4 years old by September 1, 2023  
(DOB between September 2, 2018 –September 1, 2019)

**To Apply for Kindergarten** Children must be 5 years old by September 1, 2023  
(DOB between September 2, 2017 –September 1, 2018)

For the 2023-24 application year, the Sibling Priority Admissions cycle is only open for new siblings of current students who are applying to PreK-1, PreK-2, or Kindergarten. All other siblings must apply in Regular Admissions.

Below are the necessary steps to complete your student’s application, with our recommended completion timeline. Please do not hesitate to call our Admissions team with any questions at 718 643 6302.

APPLICATION PROCESS	SUGGESTED TIMELINE	DATE
○ <b>Submitted Online Application and Paid \$75 Non-refundable Application Fee</b>	Required to Proceed to Application Appointments. Due before <b>Friday, November 18, 2022</b>	
○ <b>Submitted Teacher Recommendation Form to Current Teacher*</b>	Contact Teacher Upon Application Submission Due before <b>Friday, December 2, 2022</b>	Sent to Teacher
		Received at BIB
○ <b>Scheduled and Attended Family Meeting</b> (optional)	Schedule Upon Application Submission. Assessment and Family Meeting appointments can happen in any order. Complete before <b>Friday, November 18, 2022</b>	
○ <b>Scheduled and Attended Student Play-Based Assessment</b> (required)	Schedule Upon Application Submission. Assessment and Family Meeting appointments can happen in any order. Complete before <b>Friday, November 18, 2022</b>	

*\*Please note, all records and recommendations must be sent directly from your student’s teachers and current school to BASIS Independent Brooklyn. Parents should not be sending these materials to BASIS Independent Brooklyn.*

In addition to the above required steps, we are happy to consider any supplemental material you would like to submit on behalf of your student. Examples include, but are not limited to: additional letters of recommendation from coaches or teachers, recordings from recitals, copies of certificates or awards won, art portfolios, and athletics achievements or highlight reels.

Please note that if you elect not to submit additional materials it will not have a negative impact on your student’s application.