

Dear Parent/Guardian,

Thank you for your interest in BASIS Independent Schools. When a family wants to apply to more than one school in the same market for the same academic year they are considered a dual applicant.

Please review the application process for a dual applicant below.

Note, if a family has a first-choice school, it is advised they apply to that school.

1. Submit the Application

Only one application can be submitted. Whichever school you apply to will be the **primary school** you complete your application with.

2. Notify the Primary School that You Are a Dual Applicant

Please contact the **primary school** you applied to and notify them that you are a dual applicant.

3. Submit the Required Materials

If any materials are required for your application, such as transcripts and teacher recommendations, they only need to be submitted to your **primary school**. The secondary school will have access to these materials.

4. Register and Attend Your Assessment

Whether it's a Play Date or Entrance Exam, only one assessment can be taken per academic year. The secondary school will have access to the results of your student's assessment.

5. Register and Attend Your Family Meeting

This meeting is a chance for us to meet your family and your student (if required to attend) as well as an opportunity for families to meet with members of the school's administration in a one-on-one setting. As such, a Family Meeting will be completed with each school.

Families will register for a meeting with their **primary school** in their Ravenna account. The secondary school will reach out to schedule their meeting.

Notification

For those that complete their application, families will be notified of an admissions decision from both schools on Notification Day.

If you have any further questions, please contact us.