

Albert M. Greenfield School High School Selection Application Checklist

Task	Deadline										
<input type="checkbox"/> Apply to 5 schools (<i>not including charters, private and parochial schools</i>) online.	September 20st through November 1st by 5:00 pm										
<input type="checkbox"/> Attend the High School Fair <input type="checkbox"/> Attend open houses and call schools to schedule shadow days	Friday, September 20th from 5-7 pm or Saturday, September 21st from 10-2:00 pm at the Pennsylvania Convention Center Ongoing										
<input type="checkbox"/> If applying to SLA (either campus), schedule an interview. Call 215-400-7830 between 10 am - 2 pm	TBD										
<input type="checkbox"/> If applying to a FLC and/or CAPA for Fine Arts, prepare an art portfolio. See Ms. Mowery for support with this.	As early as possible										
<input type="checkbox"/> Prepare brag sheets to be given to teacher or community member (coaches, vocal/dance teacher, scout leader, etc.) when requesting a letter of recommendation.	To be given to teacher when requesting letter of recommendation										
<input type="checkbox"/> Submit a written request to one (1) teacher or community member for a letter of recommendation. Two (2) letters are required for Bodine!	By October 11th										
<input type="checkbox"/> If writing an essay, create a title and include this heading in the right corner: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">“Student Name</td> <td style="width: 50%;"><u>Example</u></td> </tr> <tr> <td>Name of High School Applicant</td> <td>Jane Doe</td> </tr> <tr> <td>Student I.D. Number</td> <td>Constitution High School Applicant</td> </tr> <tr> <td>Albert Greenfield Elementary”</td> <td>12345</td> </tr> <tr> <td></td> <td>Albert Greenfield Elementary</td> </tr> </table> CENTRAL’S ESSAY MUST BE HANDWRITTEN!	“Student Name	<u>Example</u>	Name of High School Applicant	Jane Doe	Student I.D. Number	Constitution High School Applicant	Albert Greenfield Elementary”	12345		Albert Greenfield Elementary	Prior to requesting feedback on essay
“Student Name	<u>Example</u>										
Name of High School Applicant	Jane Doe										
Student I.D. Number	Constitution High School Applicant										
Albert Greenfield Elementary”	12345										
	Albert Greenfield Elementary										
<input type="checkbox"/> Request feedback on essay from Mr. Neary (if needed) (jneary@philasd.org)	By October 11th										
<input type="checkbox"/> Request feedback from Ms. Stern on high school selections (if needed) (jestern@philasd.org)	By October 25th										
<input type="checkbox"/> Submit PRINTED OUT letters of recommendation from community members and PRINTED OUT essays to Ms. Stern. Essays are ONLY required for <i>Motivation, Constitution, Palumbo, Central & Engineering and Science</i> . Note: Teachers will give their letters of recommendation directly to Ms. Stern.	By October 25th										

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<input type="checkbox"/>	Consider applying to charter schools. See Ms. Stern if you need a list (Charter schools select students via lottery and do not look at grades or scores).	Ongoing; Deadlines differ for each school—contact each school directly for application information.
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