



BUCKINGHAM BROWNE & NICHOLS SCHOOL

admits students of any race, color, religion, gender, sexual orientation or national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the School. It does not discriminate on the basis of race, color, religion, gender, sexual orientation or national and ethnic origin in the administration of its educational policies, admission policies, financial aid policies, or athletic and other School-administered programs.

Application for Admission

LOWER SCHOOL



Buckingham Browne & Nichols School

Application for Admission

Instructions

Buckingham Browne & Nichols School
10 Buckingham Street
Cambridge, Massachusetts 02138-2227
Phone: 617-800-2471, Fax 617-492-2729
Email: lsadmission@bbns.org
Website: <http://www.bbns.org>

If sending FedEx or UPS:
46 Belmont Street
Watertown, MA 02472

Dear Applicant and Family,

We are pleased that you are interested in Buckingham Browne & Nichols School and look forward to working closely with you throughout the admission process. Enclosed are the forms and information necessary to complete an application to BB&N. Please read through the checklist and instructions (below) and use them to ensure that all application materials are received by the Admission Office as soon as possible and no later than the **January 17 deadline**. We will accept late applications, but preference will be given to those applications received by January 17.

Thank you for your interest in BB&N, and please do not hesitate to contact us if you have any questions or if we can assist you in any way.

Sincerely,

George L. Mitchell, Jr.
Director of Enrollment Management

Melanie Shaw
Associate Director, Lower School Admission

APPLICATION PROCESS CHECKLIST:

- Submit the **Biographical Information form** of the application with the non-refundable **application fee of \$50.00** (\$100.00 for international applicants) as soon as possible and no later than January 17.
Fee waivers are granted in some instances. A letter from a school official, member of the clergy, or similar individual attesting to the financial circumstances of your family should be sent to the Admission Office to request such a waiver.
- Include a recent **photograph** of your child with the application. This is optional, but will help us to remember your child when we are reading folders.
- For ALL applicants**, sign and deliver the Information Release Form to your child's current school, along with the School Report form(s) and the enclosed return envelope(s). **Ask the school to send us the completed report(s) plus all transcripts or progress reports for this year and previous years** (up to three years of prior transcripts).
- Schedule a **parents/guardians interview** and tour as soon as possible and no later than January 13. This can be arranged by contacting the Admission Office at 617-800-2471. **You may schedule an interview before applying.**
- An **applicant visit** is a required part of the admission process. Please see the inside back cover of this application for more detailed information regarding these visits and their timing.

For Grade 2–6 applicants:

- If you wish, deliver the optional **Personal Reference** to an adult who has worked with your child in an activity or special interest enjoyed outside the classroom.

For Grade 5 and Grade 6 applicants only:

- Deliver the enclosed **AISNE English and Math Student Evaluation forms** to the appropriate teachers and ask that they return them to the Admission Office by **January 17**.
- Schedule the **Independent School Entrance Examination (ISEE)** for November, December, or January. Information about the tests can be found at **www.iseetest.org**. (The Secondary School Admission Test - SSAT - is also an option for Grade 6 applicants only. See **www.ssat.org**)
- Complete the **Student Questionnaire** (questions 1–3 for Grade 5; questions 1–4 for Grade 6). We ask that the applicant complete this form without assistance.

Key Dates & Deadlines

Admission Dates & Deadlines

Lower School Open House	October 29, 1:30–4:00 pm
Parent Interview and Campus Tour	As soon as possible and no later than January 13
Application - all sections	As soon as possible and no later than January 17
Beginner and Kindergarten Applicants' Evaluation Visit	Saturday, December 3 Saturday, January 7 Friday, January 27
Grade 1–6 Applicants' Evaluation Visit	Friday, January 27
Admission decisions mailed	March 9
Parents' reply date for acceptance of Enrollment contracts	April 10

Financial Aid Deadlines

Financial Aid application completed and submitted to the School and Student Service for Financial Aid (SSS)	February 1
Copy of 2010 Federal Income Tax return (IRS 1040) and all attached schedules sent to SSS	February 1
Copy of 2011 Federal Income Tax return (IRS 1040) and all attached schedules sent to SSS	March 1
Financial Aid decision letters mailed	March 9
Parents' reply date for acceptance of Financial Aid awards	April 10

Please call our Admission Office at 617-800-2471 if you have any questions or if we can be of further assistance. Thank you for your interest in BB&N.

Application for Admission

Biographical Information

(To be completed by a parent or guardian)

Due January 17

Buckingham Browne & Nichols School
10 Buckingham Street
Cambridge, Massachusetts 02138-2227
Phone: 617-800-2471, Fax 617-492-2729
Email: lsadmission@bbns.org
Website: <http://www.bbns.org>

If sending FedEx or UPS:
46 Belmont Street
Watertown, MA 02472

Applicant's name _____ Male Female

First

Middle

Last

Usually called _____

Applicant's date of birth _____ Citizenship _____

Home address _____

Phone _____

Applicant's school _____ Phone _____

School address _____

Present Grade _____ ***Applying for Grade** _____ **for September 20** _____

** Please note that the child must be 4 years old by September 1 to enter the Beginners Class, 5 years old for Kindergarten.*

Other schools attended in the last three years: (name, address, dates/days of week) _____

Parent's/Guardian's name Mr. Mrs. Ms. Dr. Other _____

Address _____

Home Phone _____ Cell Phone _____

Work Phone _____ Email Address _____

Work (name of employer and position held, or school attending) _____

Parent's/Guardian's name Mr. Mrs. Ms. Dr. Other _____

Address _____

Home Phone _____ Cell Phone _____

Work Phone _____ Email Address _____

Work (name of employer and position held, or school attending) _____

If applicable, stepparent(s) name(s)

Spouse's name _____

Spouse's name _____

To whom should Admission Office correspondence be sent? _____

Other members of the household: *(Give name/age/school of siblings. Please star the name(s) of any applying for admission to BB&N.)*

List any relatives who attend or have attended BB&N, and state relation:

Is a language other than English spoken at home? _____ If yes, what language? _____

Is your child bilingual? Yes No

Name(s) and address(es) of the person(s) who will pay school bills:

Please check here if you would like to receive financial aid information:

Optional Information

Self-identified race/ethnicity _____

(The above information helps us to complete state and federal statistical surveys and to better understand our application patterns regarding diversity.)

The undersigned agrees that the information furnished on the application and related forms will be completely confidential, and will not be disclosed to anyone beyond the Admission Committee and other appropriate school personnel, except at the Director of Enrollment Management's discretion.

Parent's/Guardian's signature _____ Date _____

An application fee of \$50.00 must be submitted with this application form. The application fee for international students is \$100.00. Checks or money orders should be made payable to Buckingham Browne & Nichols School.



Buckingham Browne & Nichols School

Information Release Form

Parent: Please give this form to your child's present school.

To: _____
(Principal, Head of School, Guidance Counselor)

(Name of School)

Our child, _____, has applied to BB&N. We hereby give permission to have pertinent records and information - including the BB&N School Report, the AISNE Student Evaluation Form(s), report cards, progress reports, and transcripts - forwarded to the Lower School Admission Office.

Signature(s) of Parent or Guardian

Lower School Admission Office
Buckingham Browne and Nichols School
10 Buckingham Street
Cambridge, MA 02138
lsadmission@bbns.org
Fax: (617) 492-2729

School Report

grades **5 & 6**

**Please complete and return to BB&N
between November 15 and January 17.**

Buckingham Browne & Nichols School
10 Buckingham Street
Cambridge, Massachusetts 02138-2227
Phone: 617-800-2471, Fax 617-492-2729
Email: lsadmission@bbns.org
Website: <http://www.bbns.org>

If sending FedEx or UPS:
46 Belmont Street
Watertown, MA 02472

Applicant's name _____ Applying for Grade _____

School _____ School telephone _____

School address _____

To the parent:

After you have filled in the above information, give this form to the school principal or other authorized official together with the envelopes provided for reports and transcripts addressed to BB&N's Lower School Admission Office.

To the school:

This student is applying for admission to Buckingham Browne & Nichols. A full and candid report is an essential component of our evaluation process. We therefore ask for careful ratings of and comments about the character and ability of the candidate by an appropriate school principal, advisor, or counselor.

We would also like to have the candidate's record at your school for this year and the previous two years. A transcript form is included for your convenience. However, you may send us any transcript form currently used by your school that provides essentially the same information. Please also be sure to include all standardized test scores, as well as information about any individual education plans created for the student.

Please return the completed form by January 17 to: Lower School Admission Office, Buckingham Browne & Nichols School, 10 Buckingham Street, Cambridge, MA 02138. Your information will be held in strict confidence. Thank you for your assistance.

George L. Mitchell, Jr.
Director of Enrollment Management

Melanie Shaw
Associate Director, Lower School Admission

Buckingham Browne & Nichols School admits students of any race, color, religion, gender, sexual orientation or national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the School. It does not discriminate on the basis of race, color, religion, gender, sexual orientation or national and ethnic origin in the administration of its educational policies, admission policies, financial aid policies, or athletic and other School-administered programs.

To help us better know the applicant, please rate him/her with respect to the following qualities as compared to other students at the same grade level. Given the nature of boys and girls of this age, we understand that rating these qualities can be difficult. Be assured that we neither expect, nor require for admission, uniform excellence in these categories. Thank you.

	Excellent (Top 2-3%)	Very good (Top 10%)	Good (Top 25%)	Average	Below average	No basis for judgment
Academic strength	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intellectual curiosity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initiative and energy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Imagination and creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Strength of character	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-confidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Willingness to take risks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sense of humor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Reaction to criticism and setbacks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responsibility for own behavior	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contribution to school community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tolerance towards others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cooperation with others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Acceptance by peers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What is the student's achievement in relation to his/her ability? _____

Please note the applicant's special abilities in other areas (such as art, music, drama, sports, etc.). _____

What is the applicant's greatest strength? _____

Please summarize the personal and cognitive qualities of the applicant. We are interested in strengths and weaknesses, capacity for work, values, relative maturity, sense of self as a student and as a person, and any circumstances that have interfered with the applicant's academic achievement.

Has the applicant received any special tutoring or other academic or personal support services through your school? Please describe the type of services, the reasons for them, and your perspective on their continuing need.

BB&N believes in a strong parent-school relationship. Please comment on your experience with this family.

Overall Rating:

	Outstanding	Above Average	Average	Below Average
For academic promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
For personal promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signed _____ Length of time acquainted with applicant _____

Please print name _____ Position _____ Date _____

Address _____

Recommendations are vital to our admission process. We very much appreciate your taking time to complete this one for us.