



## Admission Process Checklist Upper School, Grades 9–12

### Optional Activities

- Learn more and register to attend one or several of our **Questions and Conversations** virtual admission events on the [Visit Us](#) webpage or request the recordings after they have taken place.
- Student Visit Day** - Students who are interested in experiencing the Upper School may spend a morning attending classes and touring our campus. We request that the online admission application be submitted before the Student Visit Day. See our [Upper School Student Visitor](#) webpage to register.
- Schedule an **in-person tour or a Zoom meeting** with a member of the Admission team.
- Visit our [Life@7hills](#) webpage to take a peek inside our classrooms, view videos and our [Virtual Map](#).

### Required Items

- Complete the parent portions of the [online admission application](#) – the Parent/Guardian Biographical Form and Questionnaire – on the [How to Apply](#) webpage on [7hills.org](#).
- Complete the Student Questionnaire.
- Complete the Scholar Award Applicant Essay (if interested in being considered for a Scholar Award).
- Submit Report Cards/Transcript Request**  
Sign and submit the Release of Records form to the student's current school requesting records from the **2020–21 and 2019–20 academic years, fall 2021 semester grades**, and **standardized testing** administered in the last two years. The Release of Records form can be forwarded directly from the [online application portal](#) and should be received by Seven Hills after the first quarter for Priority Admission applicants and after January 15 for regular decision applicants.
- Request Required Recommendation Forms**  
Request recommendations from the applicant's **current** English and math teachers and an administrator from the current school. Recommendation requests can be forwarded directly from the [online application portal](#) and should be received by Seven Hills after the first quarter for Priority Admission applicants and after January 15 for regular decision applicants. Check your [application portal](#) to track that the forms have been submitted to Seven Hills by each recipient.
- Register for the Independent School Entrance Exam (ISEE)**  
Your student can take the ISEE either online at a Prometric Testing Center, online at home, or in person at a school. Visit [erblearn.org/families](#) for testing options and to register. Students should take the ISEE on or before December 4 to be considered for Priority Admission. Enter the Seven Hills school code **361005** when registering so that the score report is sent directly to Seven Hills. See our [Testing and Assessment](#) web page for more details.