

# ***UNIVERSITY LABORATORY SCHOOL*** ***ADMISSIONS POLICY***

## **ADMISSIONS PROCESS**

Completed applications must be received by the Lab School no later than the date set forth on the application form. Each application must be signed by the applicant's parents or legal guardians. No more than one application per student should be submitted. Admissions decisions will be based on current and complete applications with transcripts. Official transcripts may be required. Generally there are few openings, but the key times for admission are in kindergarten and the sixth grade. All prior "waiting lists" will be disregarded. No "waiting list" shall be maintained. All applicants will be notified of admission or non-admission. If a student does not accept his/her position, the selection committee may select a new student from the pool of applicants. The applications of students who are not selected shall cease to be current on the second day of class of the spring semester, and will not be considered in future application processes unless they re-apply. A non-refundable deposit may be required from applicants selected for admission, and failure to make said deposit shall forfeit admission.

## **SELECTION PROCESS**

Applicants will be selected for admission by a Selection Committee consisting of the Director and Principals of the Lab School, a representative selected by the Director, and a representative from Louisiana State University selected by the Chancellor. A decision by the Committee not to admit a particular applicant is final and no appeals of the denial of admission will be entertained by the Director or the Committee.

The Selection Committee will make a holistic assessment of each applicant. The following factors, in no particular order, may be considered by the Selection Committee:

1. Whether the applicant has siblings who currently attend the Lab School;
2. Whether the applicant has siblings who have recently been admitted to the Lab School;
3. Whether applicant is a dependent of a full-time LSU employee;
4. Whether applicant is a dependent of a University Lab School Alumnus;
5. Whether applicant has another significant connection with Louisiana State University or the University Lab School;
6. The extent to which the applicant promotes the goal of diversity;
7. The applicant's demonstrated academic ability;
8. The applicant's standardized test scores;
9. The applicant's discipline record from other schools attended;
10. The applicant's readiness for the curriculum at the University Lab School;
11. The goal of maintaining a balance of males and females in each class;
12. Significant life challenges faced by the applicant;
13. The academic rigor of the applicant's prior program;
14. The applicant's most recent academic performance;
15. The applicant's demonstrated maturity or lack thereof;
16. The applicant's non-academic accomplishments;
17. Any other factors that the Selection Committee believes contribute to a complete evaluation of the applicant.

No single factor guarantees or precludes admission. Some preference will be given to applicants whose siblings currently attend the University Lab School. No point value will be assigned to factors and there will be no ranking of applicants. To the extent an applicant wishes to share information that relates to one or more of the factors set forth above, such may be done in space provided on the application and/or with a one-page addendum.

Except for a letters of recommendation, on the forms provided in the application, from the principal and teachers of the school last attended by applicant, letters of recommendation are unnecessary and are discouraged.

In considering the goal of diversity, diversity is in no way limited to race and ethnicity. The Lab School is equally interested in religious diversity, diversity in life experiences, and socio-economic diversity. It is the Lab School's belief that interaction among students from different backgrounds and with different life experiences enriches the learning environment.

Students learn from one another as well as from their faculty. Diverse socio-economic, religious, cultural and ethnic backgrounds improve understanding and appreciation of the differences among individuals and social groups.

Minimum standards for past performance and discipline may be considered as the Selection Committee deems appropriate. Kindergarten students are required to complete a readiness screening prior to final admission and placement.

After applicants are preliminarily selected by the Committee, they may be removed or additional applicants added as necessary to balance the classes by gender and to adhere to the maximum number of students per class. The size of the class will be determined by available funds, physical space and other relevant considerations. The Committee may request an interview or additional information from any applicant. The deliberations of the Committee are confidential.

### **LEAP TESTS**

To the extent required by law, all students entering the fifth (5<sup>th</sup>) and ninth (9<sup>th</sup>) grades who are selected for admission from public or private schools or from outside the State of Louisiana must pass the LEAP test or acceptable out-of-state equivalent prior to enrollment.

### **POLICY OF NON-DISCRIMINATION**

To assure equal opportunity for all qualified persons in admission to or participation in the programs and activities of the University Lab School, no preference is given to any race, creed, color, religion, gender, national origin, or disability. The University Lab School prohibits discrimination against any applicant because of race, creed, color, ethnicity, religion, gender, national origin, or disability. Applicants with disabilities must be otherwise qualified for the

program they seek to enter, with or without reasonable accommodations, and must be able to perform the essential elements of the program.

### **QUESTIONS**

Questions regarding the Admissions Policy should be directed, in writing, to the Director of the University Laboratory School. General questions regarding deadlines and application packets may be directed to the Director's Assistant at (225)578-3223.