



Private School Application Timeline

Many CSFP-approved private schools have similar timelines and processes for admission, which are distinct from those of public district and charter schools. The timeline below is a general monthly calendar for the private school application process, which generally begins the fall *before* you wish to enroll in a school. Still, we recommend that you contact your prospective schools directly to ensure that you are meeting their specific admission requirements in a timely manner, as they may differ slightly from the outline below.

Summer (July-August)

- Create a short list of priorities for your “ideal school.” Consider class size, location, course content, extracurriculars, etc.
- Gather documents for admission processes - this may include report cards, birth certificate, test scores, baptismal certificate, etc.

Academic Year

September

- Open house season begins for independent schools. Visit as many of your prospective schools as possible.
- Schools’ admission materials, including applications and viewbooks, are available.

October

- Plan to finish open house visits to prospective schools by the end of October.
- Create a short list of priority schools to apply to before the end of December.

November

- Submit your initial application to each school on your list.
- Register for outside admission testing (ISEE or SSAT), if required.
- **November 15 – priority deadline for CSFP scholarships** (apply at csfphiladelphia.org).

December

- Give recommendations to teachers at your child’s current school.
- Give records requests to main office at your child’s current school.
- Schedule your child’s admission visits for each school before winter break, if possible.

January

- Complete financial aid forms before Martin Luther King weekend.
- Check with each admission office to confirm that your child’s applications are complete.

February

- Expect to hear first round admission decisions from independent schools.
- Private religious school open houses begin this month.

March

- Independent school admission notification continues.
- Independent school financial aid award letters sent.
- Narrow down your list of private religious schools.
- **March 1 – final deadline for CSFP scholarships** (apply at [csfphiladelphia.org](https://www.csfphiladelphia.org)).

April

- Commit to one independent school by April 1.
- Submit applications & plan visits to private religious schools.

May

- Private religious school admission decisions continue until all spaces are filled.
- Notify any schools you've been accepted to if you commit to another private school.

June

- Give transfer/ records release to current school.
- Contact your new school to begin planning for a successful transition in September.