

CARROLLWOOD DAY SCHOOL

COLLEGE PREPARATORY DIVISION

Admissions Timeline

- For enrollment, contact Dawn Schweitzer, Director of Admissions (813.920.2288) at Carrollwood Day School Upper Campus. Appointments can also be made to tour our new campus.
- Request and review all application materials; if you have any questions, call the Admissions Office – we’re here to help.
- Complete and return the application form and student writing sample questionnaire together with \$75 application fee.
- Schedule an appointment for the parents and applicant to meet with the Director of Admissions and the Principal.
- Have at least two teacher recommendations completed and returned directly to Carrollwood Day School Admissions Office. One must be from either a Math or English teacher.
- Complete the Release of Records Form and give to the records office at the applicant’s current school. For their convenience, please provide a stamped envelope addressed to the Office of Admission, Carrollwood Day School, 1515 W. Bearss Avenue, Tampa, FL 33613.
- Register to take the SSAT and have results forwarded to the Admissions Office. You can register online at www.ssat.org or request a registration booklet from the Admissions Office. Please be sure to designate Carrollwood Day School (code #2137) on the test form. Carrollwood Day School is an authorized SSAT Testing Site and administers the SSAT on selected test dates during the year. Check with the Admissions Office for the next scheduled test date.
- Deliver all application materials to the Admissions Office and please don’t hesitate to call with any questions along the way.
- CDS Admissions Committee reviews the completed applicant portfolio (application, recommendations, transcripts, test scores). Applicant families will be notified of Admissions Committee decisions.
- Admitted families must return their enrollment contract within 10 working days accompanied by a non-refundable \$800 deposit.