

Thank you for your inquiry about admission to Holy Spirit Preparatory School. It is our wish to make the process for application to Holy Spirit as enjoyable as possible for you and your child. Do not hesitate to contact us with your comments or questions. We appreciate the time, effort and care you take to help us “make a match” between Holy Spirit and your family.

Applicants to Preschool are evaluated at the Preschool which includes a Gesell Developmental Readiness Observation. Applicants for Kindergarten – High School are evaluated by the Admissions Committee on the basis of the student’s developmental readiness, cognitive ability, academic performance, teacher recommendation, standardized testing, admissions testing and/or interview process. Gesell Observations, testing, and/or interviews will be scheduled by the Admissions Department once application and transcripts (if applicable) are received. Applicants for Grades 1–12 are encouraged to arrange for the student to “shadow” a Holy Spirit Prep student for a whole or partial day as age appropriate.

A complete application includes the following:

- APPLICATION should be completed by the student’s parent(s) or guardian and returned to the Admissions Office with a \$100.00 non-refundable APPLICATION FEE.
- TRANSCRIPT RELEASE AND CONFIDENTIALITY FORM must be signed by the student’s parent(s) or guardian and given directly to the Registrar of the student’s **current school**.
- RECOMMENDATION FORM(S) are given by the applicant’s parent or guardian to the student’s current teacher(s).
- Form requirements are as follows:

All Students:

Application For Admission
A copy of the student’s Birth Certificate
Early Action Admissions Request, if applicable

Students Grade Kindergarten and Pre-First:

Teacher Evaluation Form
Kindergarten Developmental & Skills Checklist
Transcript Release and Confidentiality Form (if records are available)

Students Grade 1 - Grade 5:

Teacher Evaluation Form
Transcript Release and Confidentiality Form

Students Grades 6 - 12:

Teacher Evaluation Form
Teacher Recommendation - English
Teacher Recommendation - Math
Transcript Release and Confidentiality Form

- Catholic applicants should enclose a copy of the child’s baptismal certificate.
- As part of the evaluation process, as well as to ensure the comfort level of the student, we will also require all students in grades 5-12 to shadow another student as part of the Admissions process.

Please send the Application and accompanying materials to the **Admissions Office, 4449 Northside Drive, Atlanta, GA 30327.**

Questions and comments should be directed to Sharon Higgins, Director of Admissions, at (678) 904-2811 or by email to shiggins@holyspiritprep.org.