



*Toobaa Academy*

*Excellent Manners before Knowledge*

### **Steps to Apply for Grade 1-3**

To begin the admission process, please submit a completed Application. Families are encouraged to submit the Application as soon as possible in order to ensure availability of an interview appointment. Submitting a photo of the applicant is optional but encouraged. Families can request an application via email or telephone:

Email: [Director@Toobaa.org](mailto:Director@Toobaa.org)

Phone Number: (718) 626-5100

Once you have submitted your application, Toobaa Academy will review it and schedule appointments based upon the School's attrition for the upcoming academic year. Applicants for Grades 2 & 3 are required to take **Toobaa's Entrance Examination** in Math, English, Science, Geography, and Quran Reading.

### **Parent Interview**

After you have submitted the Application, we will call to schedule your family's visit to Toobaa Academy. We request that both parents visit the School in order to interview with the Admissions Director or one of her Associates. An interview is a required part of Toobaa's admissions process. While we do our best to schedule all families who submit an Application, interview appointments are limited and we encourage families to submit the Application as early as possible. After appointments have filled, a waiting list for interviews is created.

**An Application must be submitted before you can be scheduled for a visit.**

### **Child Visit**

We invite applicants for the First, Second, and Third Grades to spend some time at the School.

### **School Reports**

Please arrange to have any written reports and official transcripts sent to Toobaa Academy from your child's current school.

### **Please note the following Important Dates for Admissions for Grades 1-3:**

- Application Deadline: Applications received after Monday, May 6, 2019 will be placed on a waiting list.
- Notification Deadline: Families will be notified of a decision on Monday, May 20, 2019.
- Parent Reply Deadline: Families should notify Toobaa Academy of their decision by 2:00 PM on Friday, May 24, 2019.