



ADMISSIONS PROCEDURES

A prospective student must submit a formal application to GAE with a non-refundable application fee of \$100. A transfer student must submit satisfactory character and academic recommendations and in some cases, be interviewed by the principal and/or the Admissions Committee before action will be taken on the application. All applicants will be notified by the Admissions Committee to confirm his or her status.

Students must submit evidence of a successful completion of the previous grade or its equivalent. There must be evidence that there is no outstanding financial obligation to any previous school. Membership in the Seventh-day Adventist (SDA) Church is not a requirement for admission, however, only those students who have a sincere desire to grow spiritually, academically, and physically should apply. A prospective student will be given placement testing prior to admission. Any new student entering GAE is placed on a nine week probationary status.

GAE strives to maintain reasonable student-teacher ratios in order to offer quality instruction. Acceptance is dependent on whether or not the class size has reached capacity. Admission to GAE is a privilege and not a right, and may be withheld or withdrawn by the school at its discretion. GAE does not discriminate on the basis of race, color, national or ethnic origin in the admission of students.

Registration is ongoing. The administrative decision to admit will be mailed to parents upon completion of all admittance requirements. In the event of a waiting list, priority will be in accordance with GAE's admission policy.

To Apply:

- Under the admission tab select: downloadable forms
- Print forms, complete and send or deliver to address below
- Attach the \$100 non-refundable application fee
- Attach all additional information requested on checklist
- Call to schedule an interview with the Principal

Tours

- We will be happy to make an appointment for a tour of the campus
- Call the number below to schedule an appointment

Admission Criteria

- Submission of GAE application form with application fee
- Satisfactory recommendations of principal and/or teachers
- Satisfactory disciplinary and attendance history
- High level of academic achievement as demonstrated by transcripts
- A demonstrated sincere desire to attend GAE

Return all documents to:

Admissions
Glendale Adventist Elementary School
700 Kimlin Drive
Glendale, California 91206
Phone: 818-246-4867
Fax: 818-247-5871
email: gaeadmin.zelda@gmail.com