

# *Bishop England High School*

## **Admissions Process 2024-25 School Year**



**Step 1:** Please read through the steps for this entire process before you begin.

Complete the online application and submit electronically. You may access the application through the BE website ([www.behs.com](http://www.behs.com)). Click on ADMISSIONS > Application Process > "APPLY NOW" button.

**Step 2:** The first admissions testing will be administered on January 6, 2024, and those who test on this date will be in our first pool of applicants. This test is required for incoming 9<sup>th</sup> and 10<sup>th</sup> grade students. The deadline to register for the first pool of testing is November 28, 2023. You must complete the online application before registering for the admissions test.

- Register for the Placement Test through our website: ADMISSIONS > Testing. You will find an online form to register and pay the testing fee of \$70.00 (non-refundable) by credit card beginning October 31 at noon.

**OR**

- Mail or drop off the registration form for the Placement Test along with the testing fee of \$70.00 (non-refundable). Make checks payable to 'Bishop England High School' and denote 'Placement Test' on the envelope.

### **NOTES:**

- Once we receive the form and fee for the Placement Test, you will be emailed an admission ticket within a week which will indicate the room number in which the test will be administered to your child. This ticket must be with your child on the day of the test to enter the testing room; it can be in printed form or in digital form on a phone.
- If your child receives extended timing for standardized testing, you will need to complete our Application for Accommodations (found within the application) and upload into the online application along with a copy of the most recent psycho-educational evaluation. These documents must be uploaded before you submit the online application. This information is NOT automatically sent from your child's current school even if your child currently attends a local, Catholic partner school.

**Step 3:** School records will be forwarded to the admissions office by the end of January. **No school records should be sent to the admissions office until your child completes the first semester of this school year.** On the day of testing, you will receive further information about the next step in the admissions process and be informed of which school records should be sent to the Admissions Office. We will work with your child's school to acquire the necessary records needed for review.

Applicants attending one of our local, Catholic partner schools have a deadline of January 19, 2024, and applicants in non-partner schools have a deadline of January 31, 2024, for all school records.

**Step 4:** On March 8, 2024, first pool applicants/families will be notified of status by email and offers of enrollment will be mailed to your home. Online enrollment packets accompanied by an enrollment fee of \$300.00 (nonrefundable) will be due by March 20, 2024.

**NOTE:** For those who do not take the test on January 6<sup>th</sup>, you will be placed into the second pool of applicants. Admissions process dates for the second pool of applicants will be uploaded to the BE website **AFTER** the first pool testing is completed.

For questions regarding admissions to Bishop England High School, please refer to our school's website at [www.behs.com](http://www.behs.com). Feel free to contact Lizzie Kelsch, Admissions Associate, at 843-849-9599, ext. 125, [lkelsch@behs.com](mailto:lkelsch@behs.com) or Kit Brownell, Director of Admissions, ext. 134, [kbrownell@behs.com](mailto:kbrownell@behs.com).