



Thank you for your interest in the **German International School Washington D.C.** Provided below is a checklist of the items needed for your child's application to be considered for admission.

Elementary School (School Entry Level - 4th Grade) Admissions Checklist

For the Elementary School admissions, the process includes a comprehensive review of the student's academic and developmental history. **Please follow the steps below via our Blackbaud Applicant Portal to complete the admissions process.**

1. **Application Form (required for all applicants)**
 - ☐ Complete the application for the Elementary School by creating an account via the Blackbaud Applicant Portal.
 - ☐ Pay non-refundable \$150 application fee via the Blackbaud Applicant Portal.
2. **Birth Certificate (required for all applicants) & Visa (if applicable, due before first day of School)**
 - ☐ Upload a copy of the child's birth certificate for age verification via the Blackbaud Applicant Portal.
 - ☐ Upload a copy of a valid visa (for international students) via the Blackbaud Applicant Portal.
3. **Health Form with Application (required for all applicants)**
 - ☐ Submit the Parent Health Form (no doctor's appointment required) with application, available as download through the Blackbaud Applicant Portal.
4. **Emergency Contact & other Medical Forms (required for all applicants) Due before first day of School**
 - ☐ Complete medical and emergency contact information forms after acceptance to GISW via **Magnus Health**. You will receive an invitation to join Magnus, our health portal for medical documents, from service@magnushealthportal.com.
 - ☐ Provide up-to-date immunization records after acceptance to GISW via **Magnus Health**.
 - ☐ Submit physical examination records (typically from within last 12 months) after acceptance to GISW via **Magnus Health**.
5. **Current and Past Student Transcript/Report Cards (if applicable)**
 - ☐ Provide and upload current and past academic transcripts or report cards from current/previous schools **(for the past 3 years if applicable)** via the Blackbaud Applicant Portal.
6. **Teacher/School Recommendations (required for all students)**
 - ☐ Request and submit Recommendation Form to current teachers or educational professionals who can speak to your child's academic abilities and character via the Blackbaud Applicant Portal.
7. **Student (Language) Assessment for FastTrack/Grade Skipping and Shadow Day (if applicable)**
 - ☐ Student attends an in-person/virtual (Language) Assessment and Shadow Day to evaluate academic skills and social readiness for the [FastTrack Program](#), or for grade skipping. You will receive an invitation from the Admissions Office after submitting the Application.
 - ☐ This is also required for students with at least one non-German-speaking parent or for early enrollment into Grades SES and Grade 1. You will receive an invitation from the Admissions Office after submitting the Application. [\(Cut-off dates for Grades SEL and Grade 1\)](#)
8. **Parent Interview & Tour (optional)**
 - ☐ Book a virtual/in-person interview with the Admissions Office to discuss the child's fit with the school community.
 - ☐ Book a campus tour through the Blackbaud Applicant Portal.
9. **Tuition Assistance Program (Financial Aid) (if applicable)**
 - ☐ If applying for financial aid, submit the **Financial Aid for School Tuition (FAST)** form by February 15. You may find more information on the tuition page on the GISW website.
10. **Check Application Status**
 - ☐ Parents may check their child's applications status online by visiting, the Blackbaud Applicant Portal. If you have questions about the admissions application process, please contact us at admissions@giswashington.org.
11. **Non-Refundable Enrollment Fee (required for all students) & Contract Deposit (if applicable)**
 - ☐ GISW charges a \$2000 non-refundable enrollment fee upon acceptance.
 - ☐ Families will receive a contract with a \$1000 deposit fee. The contract may be prorated for families who join after the start of the year.