EVERGREEN ACADEMY

THE ADMISSIONS PROCESS

1 INQUIRE & GET INFORMATION

a. Call Evergreen Acadey at 918.923-3433
b. Inquire via website: evergreen.academy; select “Admissions” tab

2 APPLY

a. Go to website and click “Enroll at EA” to create acct
b. Receive email link & complete online application
c. Provide academic & health records
d. Pay one-time, nonrefundable $100 application fee

3 APPLY FOR NEEDS-BASED AID

This step is OPTIONAL. To apply for needs-based aid, you must first apply for admission (see above). You will receive a link to the needs-based aid application in the “Application Submitted” email after the school application is submitted. Follow the link, create a new Grant & Aid account, complete online needs-based application, pay separate $40 application fee and provide all financial documentation.

4 SCREENING & FAMILY INTERVIEW

a. Academic screening for student placement
b. Family interview with administration
c. Office will schedule times

5 ADMISSIONS/ FINANCIAL AID DECISIONS

a. Admissions team reviews all applications
b. Families notified of admissions decision
c. Families notified of needs-based aid decisions, if applicable.
d. If accepted, instructions emailed to complete enrollment.

6 COMPLETE ENROLLMENT

a. Complete online enrollment packet
b. Upload required additional documents:
c. Set up tuition payment plan in FACTS financial
d. Pay $150 nonrefundable enrollment fee
e. Enrollment confirmed upon submission

7 MAKE FIRST PAYMENT

a. Make first tuition payment based upon the plan selected.