Submit the Registration Application form and payment of the application fee

- $75 application fee or $250 application fee for International Applicants

Schedule a parent tour

- Call (516) 750-3202 or (516) 750-3203 for a tour of the campus
- The parent tour may take place on the same day as the student visit

Schedule a student visit

- A visit day is an important part of the process and includes an interview for grades 9-12
- Applicants for Pre-Nursery through Sixth Grade will be evaluated during the visit day
- Applicants for Upper School will be interviewed on the visit day
- Please review our Upper School Student Interview Questions beforehand
- International Applicants may substitute the visit day for a Skype Interview

Register for the SSAT (Secondary School Admissions Test) - Grades 7-12

- Register at SSAT.org
- List Portledge as a test recipient - code 5854

International Applicants: Register for both the SSAT and TOEFL

- Both tests are offered internationally and are required for the application
- Portledge SSAT Code - 5854; Portledge TOEFL Code - 3534

Completion of additional application forms that include:

- PN-K Applicants: Parent Perspective, School Recommendation (if applicable)
- 1-6 Applicants: Parent Perspective, School Recommendation and records
- 7-12 Applicants: Parent Perspective, Student Form, School Recommendation, English Recommendation, Math Recommendation, School Transcripts

*In addition, all applicants are required to submit a copy of their birth certificate

Optional: Submit Financial Assistance

- Register at Smart Aid to complete your financial aid application
- For further instructions on how to access Smart Aid and required documentation please visit the Tuition and Financial Aid page on our website www.portledge.org

Application Deadlines

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<tr>
<td>December 1, 2019</td>
<td>January 1, 2020</td>
<td>February 1, 2020</td>
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<td>Admission Notification by:</td>
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<td>December 15, 2019</td>
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