



Application Instructions 2016 – 2017 for incoming freshmen (2017 – 18)*

Application process: **Opens:** October 1, 2016
 Closes: December 23, 2016

Content and Deadlines

The application packet contains:

Form 1: *Student Information and Parent Permission*

Form 1 must be filled out online **AND** on paper. The link for the online form is:

<https://goo.gl/forms/HnngnJWXnKgftiC73>

The paper form can be found on the CHS APPS website with the application forms. <http://chsapps.net/application-forms/>

Form 2: *Counselor Verification*

- The school counselor is asked to attach the student's report cards and provide general information.
- The *counselor* will send the completed form to Clarksburg High School.

Form 3: *Teacher Reference/Evaluation (3 references needed from academic teachers)*

- The *student* will give the Evaluation Form to the selected teachers.
- The *teachers* will send the completed form to Clarksburg High School.
- To help reduce teacher workload, CHS will accept teacher recommendation forms that may have been filled out for magnet programs with *Clarksburg HS* written on the top as recipient.

Form 4: *List of References and Extra-Curricular Verification*

- List of References- Student must record the selected 3 teachers to completing the confidential Reference Evaluation Form.
- Extra-Curricular Verification- Student outlines their extra-curricular activities in the 7th and 8th grade.

Form 5: *Cover for Writing Samples*

- The student is asked to submit **1 writing sample:** an answer to their choice of writing prompts listed on Form 5.

It is the *student's responsibility* to see that Forms 2 and 3 are distributed to the teachers and school counselor. Counselors and teachers are asking for receipt of the forms on or before Dec. 16 to give them time for completion before winter break.

The *student* is to complete and return Forms 1, 4 and 5 between **October 1, 2016 (registration opens)** and **Dec 23, 2016 (registration closes)** to Clarksburg High School.

****Note:** *The APPS Program is available **only to students residing within the Clarksburg HS Cluster.** Enrollment in the APPS program is not a reason for school transfer to be granted.* **

If you have questions, please contact either:

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or Ms. Sarah Costlow (301.444.3557)
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The APPS program committee will not evaluate any applicant for whom an incomplete application packet is submitted.

School Address: Clarksburg High School • 22500 Wims Road • Clarksburg, Maryland 20871

*Current 9th graders may apply, but students are strongly encouraged to apply in their 8th grade year due to the rigors of the program