



## MID-HIGH CAMPUS - APPLICATION CHECKLIST

### STEP 1: DO THIS BEFORE YOU BEGIN THE ONLINE APPLICATION.

- Obtain a Psychological Assessment and ensure you meet the criteria for Westmount.
- Scan/convert the following list of documents to PDF files. Make sure you scan both sides of the documents where there is information on both sides of documents if needed
  - Birth Certificate (Required document)
  - Most recent report card (Grades 4-11) (Required document)
  - An Individual Program Plan (IPP) associated with behavioural intervention funding, Primary Unit Funding (PUF), or any Severe Disabilities funding. If available.
  - Any assessment documentation other than the Psychological Assessment i.e. assessment to address social/emotional/behavioural concerns.
  - Immigration Documentation, if applicable. Canadian Passport is preferred, however, this may also include a Permanent Residency Card, Work Visa, Student Visa,
  - Permanent Landed Immigrant papers or a Canadian Citizenship Card, if applicable.
  - Custody or Guardianship documentation, if applicable.

### STEP 2: START APPLICATION IN PowerSchool Enrollment

- Set aside at least one hour to complete the application. You may save the form and come back to it as many times as you need to.
- Click on APPLY NOW
  - New to Westmount families must create a new PowerSchool Enrollment account to apply.
    - If you applied last year, you may use that same account.
  - Current Westmount families may use their current PowerSchool Enrollment login to apply.
  - NOTE: PowerSchool Enrollment is different from regular PowerSchool.
- Complete the online Application form
- Upload your PDF files where indicated. You must complete all questions in the application form before you will be able to submit.
- Contact information to be included. Primary contact will be the person who receives all communications from PowerSchool Enrollment. (Please do not use a hotmail address)
- Fill in Student Information



- Overexcitability Questionnaire (found in PowerSchool Enrollment)
  - Student to complete the Student Overexcitability Questionnaire (OEQ-II OR OEQ-IIC) and upload it
  - Parent to complete the Parent Overexcitability Questionnaire (OIP-II) and upload it
- Write and upload "WHY WESTMOUNT" for your child
  - During the application process, as a parent/guardian of the applicant, you will be asked to upload a separate written document (in .pdf format) answering the following question: (Required document)
    - "What made you look into Westmount for educational programming for your child"? (Child input is welcome)
- Submit your application before the deadline.

### **STEP 3: CHECK YOUR EMAIL**

- Check the primary contacts email for confirmation of the application being submitted. (Please do not use a hotmail address)
- Review the Application Timeline to understand when you will be contacted re: application status