



# Preschool Admissions Timeline

## Winter - Spring

(of the year before you are enrolling your child)

### Attend a Parents League Preschool Workshop

Call the Parents League at 212-737-7385 to register.

### Attend the Parents League Preschool Fair and Admissions Panel Discussion

Meet with representatives from over 90 preschools at this fair held in May, and hear a panel of preschool directors explain the admissions process.

### Develop your school list

Begin to develop a list of possible schools. We recommend these Parents League resources:

*Guide to New York City Preschools*

*New York City Preschools by Neighborhood*

Parents League Online School Directory: [www.parentsleague.org/schools/directory](http://www.parentsleague.org/schools/directory)

ISAAGNY Online School Directory: [www.isaagny.org/school-affiliates-directory/searchable-directory](http://www.isaagny.org/school-affiliates-directory/searchable-directory)

### Visit schools' websites or call schools

Check school websites or call schools to determine if your child meets its birthday cut-off. Find out how and when to request an application.

### Schedule a call with a Parents League preschool advisor

After you have attended a Preschool Workshop and developed your list of schools, review your list of schools with a Parents League preschool advisor.

## Summer

**Note:** Many school admissions offices are closed during the summer. The Parents League office has summer hours; check our website for a schedule of summer hours and Preschool Workshops.

### Refine your school list and check websites

Continue to develop and refine your list of schools and check school websites for application information. Mark your calendar as to when to contact schools for an application. Most preschools start taking requests for applications immediately after Labor Day.

## Fall

### Request applications

Depending on the school, request or download the application.

### Submit applications, schedule tours and child visits

Complete and return the application as soon as possible. Many schools will not schedule your tour until they have received your application. Make appointments to visit all the schools to which you are applying. There is often a tour for parents and a separate visit for your child.



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### **Financial Aid**

If you are applying for financial aid, do so when you apply.

### **Siblings, legacies or preschool-based toddler programs**

If your child is a sibling or legacy at a school or is enrolled in a preschool-based toddler program and you wish to participate in their optional early legacy notification program, let that school know. The deadline set by ISAAGNY is in early November.

### **Keep track of your applications**

Check the deadlines and complete all necessary steps required for each school—the application form, tour, child's visit. Remember; procedures differ at each school.

## **December - January - February**

### **Early notification for siblings, legacies and preschool-based toddler programs**

If you have opted for the early notification program and have received an offer, respond to the school by the deadline and withdraw your applications to the other schools to which you have applied.

### **Withdrawals**

Call schools that you are no longer interested in to withdraw your application.

### **Decision letters are mailed**

Check the Parents League website or ISAAGNY website for notification dates and reply dates. Typically letters are mailed in February and you will have a week to reply.

## **March**

### **Notify other schools**

Once you have accepted an offer at one school, call other schools that have offered you a place or included you on their wait lists so that your place may be offered to others.

### **Wait list**

If the school you wish your child to attend has placed your child on its wait list, call the school to let it know you remain seriously interested.

### **Contract and deposit**

When you accept an offer, sign the contract and send the deposit by the deadline.