



## ACADEMY ADMISSIONS POLICIES

Randolph-Macon Academy's Admission Office adheres to the Academy's mission, vision, and goals. The Admission Office seeks to recruit and accept students of high moral character and intelligence with the capacity and desire to attend a school of higher learning. R-MA does not discriminate on the basis of race, sex, color, religion, national or ethnic origin in administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school-administered programs. To carry out the mission of Randolph-Macon Academy in ensuring the enrollment of quality students the school maintains the following policies for admission:

### **General Admissions Criteria:**

#### Regular Admission

- Admission to the Academy will be based on grades, SSAT or other standardized test results, recommendations from school officials, an interview, conduct report (if applicable) and demonstrated potential to handle the R-MA curriculum, boarding school life, and the military standards.
  - By looking at grades and SSAT or other standardized test scores an assessment of an academic match is made.
  - By reviewing information in the application, recommendations, other school documents, personal statements made by the student and parents, and conduct during the interview an assessment of behavior is made.
  - Motivation to attend R-MA is assessed by the initiative the applicant has shown, in the written statement on why the student wants to attend R-MA and the student's conduct during the interview.
  - Individual Educational plans, psychological reports, and discipline records are reviewed to determine whether R-MA is a good match and the student has a high probability of succeeding in the R-MA environment.
  - Copy of birth certificate or passport verifying citizenship and legal name is needed.
- No person shall be accepted for admission that shall reach his/her 21<sup>st</sup> birthday prior to his/her graduation date.
- In-person interviews are expected for all applicants. On occasion, a Skype or phone interview may be substituted.

#### Criminal Involvement

- No person who is currently on court probation or has a pending court date will be considered for admission to Randolph-Macon Academy.
- Randolph-Macon Academy cannot accommodate court-ordered activities such as community service, counseling, or court or probation office appearances.
- Incomplete information regarding juvenile criminal records or violations of the law may result in the rejection of an application, or later, a student's dismissal from R-MA.
- On applications where it has been indicated that an applicant has had involvement with law enforcement authorities the Admission staff will ask parents for copies of any and all police reports or court-ordered actions.
- Applicants who were on court probation in the past will be asked to supply all pertinent information and give proof that all court-ordered restitution, public service, counseling, etc. has been completed.
- Students who apply for admission to R-MA and are accepted, but before their enrollment become involved with criminal activities, or are placed on probation by a court jurisdiction, must report it to the Admission Office and may be denied entrance to the Academy. Such

situations will require review by the Admission Committee. Failure to report court action may be grounds for dismissal at the Academy.

#### Learning Disorders

- Students who have been diagnosed with ADD, ADHD, or a learning disability are not disqualified for admissions. Students are evaluated and accepted based on their demonstrated ability to do assigned class work and keep up with the accelerated academic pace of R-MA.
- Special accommodations are not promised to students with ADD, ADHD, or a learning disability. Individual teachers may, as they deem fit, elect to make certain accommodations within the framework of the R-MA structure of small classroom ratios, individualized attention, and structured study programs.
- Students with ADD or ADHD may be required from time to time to see the school counselor for individual and/or group counseling, or may be referred to outside agencies as the need presents itself.
- While R-MA teachers and counselors routinely read Individual Education Plans, 504 Plans, and plans developed by other institutions, the Academy is not bound by recommendations, policies, or accommodations contained in such plans. The Academy does develop its academic plans for each student based upon observation, testing, student performance, and interviews.
- Randolph-Macon Academy is not a Special Education Facility. The school does not have a “Special Education Department,” its faculty are not trained in “Special Education,” nor is the program equipped to deal with severe learning disabilities. The school does not advertise, nor does it promote itself to be such an institution.

#### Substance Abuse

- If a student is caught in possession of drugs, using drugs or dealing drugs he/she will be recommended for dismissal.
- Students seeking transfer from a residential treatment program must have successfully completed the program and supply a written endorsement from his/her case manager.
- Where there is knowledge that a student has used drugs in the past, he/she must agree to have periodic random drug screenings at the family’s expense during the first year at the Academy. The Academy reserves the right to require treatment prior to Admission.

#### Health

- Students under a physician’s care for a severe medical condition(s) may not be considered for admission. Such admissions will be reviewed on a case-by-case basis in consultation with the appropriate physicians and the R-MA medical officials. The primary consideration is the health and safety of the child.

#### Mental Health

- Students under psychiatric care for severe depression or suicide shall not be considered for admission.
- Students who have been sent home for medical or emotional reasons will not be allowed to return to school without a written release form from the treating physician.

#### Dismissals & Re-enrollment

- Normally, students who have been expelled or are awaiting a school board hearing are not accepted. However, students who have successfully completed remedial programs and have done well in the interview with the Commandant/Principal and Director of Enrollment Management may be accepted.
- Students who have been dismissed from Randolph-Macon Academy may be given the option by the President of re-applying for admission after an absence of a complete semester. The Admission’s Committee will review the application and the decision will reflect the best interests of the Academy.
- Students who were not invited back to R-MA may apply for readmission at a later time.

### International Students

#### All international students:

- Must have a US residential guardian who lives within 200 miles of the school and is 25 years of age or older. The Admission office must receive confirmation from the guardian that they have agreed to the role and responsibilities of being a guardian before a student's application is considered.
- Must have a visa with F-1 status.
- Must include their immunization records with their application.
- Must submit a copy of their passport in order to verify their citizenship and legal name.
- Must live on campus in the dormitory.

#### Day Student Admission:

- To be accepted as a day student, the individual must reside either with one or both parents, and must reside within 30 miles of R-MA.

#### Grade Levels:

- Admission to R-MA is for general acceptance into the program, and not for a particular grade/level. The Academic Dean or Middle School Principal will determine the student grade level.
- We do not accept second quarter semester seniors.