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Seventh grade is the only entry level for Hunter College High School (HCHS). The following procedures have been established in order to conduct a valid and equitable admissions process:

In September, we send our admissions materials to all of the NYC public, parochial, and private schools. We ask school principals and guidance counselors to identify sixth grade students who are residents of New York City and who have qualified to sit for the HCHS Entrance Examination. Students are eligible to sit for the **January 9, 2009 exam** by achieving scores at or above the 90th percentile (SS 701) in Total Reading and the 90th percentile (744) or above in Total Math on the students' fifth grade standardized tests.

Public schools report scaled scores (SS) from the NY State fifth grade tests. Independent and parochial schools report national percentiles from the standardized tests they administer. HCHS provides a pre-qualifying examination in December for students who were not tested in fifth grade, if the principal of the home school submits a letter of recommendation with evidence of the student's academic qualifications and verifying the lack of fifth grade scores.

Principals/guidance counselors give parents a letter informing them that their child is eligible and an application form asking for contact information and parental permission for the student to sit for the exam. **Schools must submit the names of all eligible candidates who are interested in attending HCHS to the admissions office by November 12, 2008** for admission in the fall of 2009.

A non-refundable **\$65.00 application fee** must be submitted with the application/permission form to the home school. **Fee waivers are available** for eligible students who provide accepted documentation in order to have the fee waived. Fee waivers are granted to applicants based on financial eligibility. Documents (i.e., case budget listing, grant award letter or 1040 tax form) must be returned with the application form to the principal/guidance counselor at the home school by their deadline.

Schools will set a deadline for parents to return forms to the home school so that the candidates' documents are prepared in time to be in the HCHS admissions office. **The HCHS Admissions office will not accept late applications.**

Exam admittance tickets and information about the entrance examination are sent by the admissions office to eligible candidates' homes in mid-December. Only those students whose qualifications have been certified in accordance with the regulations of HCHS will be permitted to take the exam.

The HCHS Entrance Examination will be administered only on Saturday, January 9, 2009. **There are no make-ups or retests.** The examination consists of multiple-choice items in Mathematics and English and an essay. Math items emphasize the ability to use basic skills to solve problems. English items include vocabulary, reading comprehension and language usage. For the writing assignment, students write an essay or story on a specified question or topic.

Hunter College High School does not release copies of past entrance examinations nor contribute to, nor endorse, examination preparation services, books or other materials offered by any organization.

Reasonable accommodations for the test are available for children with evaluated disabilities. An Individualized Education Plan (IEP) for learning needs or appropriate medical documentation for physical needs must be **submitted to the admissions office with the application** in order to guarantee consideration of an accommodation during the examination.

The Director of Admissions offers placements based upon the HCHS faculty committee's review of the highest scores from the machine-scored multiple-choice questions and the essay scores determined by the panel of readers. The committee review is anonymous. Committee members see only test identification numbers and do not know the identities of the students. Selection is determined by all three components of the entrance exam.

Offers of admission are mailed to the candidates at home in mid-February. The home schools also receive a list of the selected candidates.

Far more eligible students seek admission to Hunter College High School than can be accepted. Unfortunately, space and budgetary limitations make it impossible to admit all of the talented students who wish to attend HCHS.