



Application & Supplemental Materials Checklist for Primary School

Use this checklist if you are applying to MKA for Kindergarten - grade 3

MKA Application Materials: due on or before December 17, 2025

- ☐ Application Fee
- ☐ Family Biographical Information
- ☐ Parent Statement

MKA Supplemental Materials: due on or before January 30, 2026 *(Supplemental Materials can only be viewed & submitted once the above Application Materials are completed)*

- ☐ Teacher Recommendation (to be completed by current 25-26 school year teacher)
- ☐ 25-26 School Report Card
- ☐ Family Visit (includes private tour, parent interview, and individualized time for your child to meet with one of our teachers)
- ☐ Authentic Writing Sample (grade 2 and 3 applicants only)

Optional Supplementals Materials: due on or before January 30, 2026

- ☐ Miscellaneous Upload
- ☐ Additional personal recommendations (should be emailed to mhipp@mka.org)

Admissions Notification will be released on Feb 24, 2026