June 2019

Dear Families,

The LREI Admissions Office offers an optional Early Notification Program for applicants to the Fours who are siblings of current LREI students, children or grandchildren of alumni, or children of current faculty/staff. This program is intended to expedite the admissions process for families who are already part of our school community. While we encourage all eligible families to apply early, it is important to note that admission is not guaranteed. LREI may not be the appropriate school setting for every child within a family, so we carefully consider the best placement for each child. We recommend that you apply to other schools to ensure that your child will have alternatives should LREI not be an optimal fit.

Applicants to the Fours must be four years old by September 1st of the year that they begin school. We encourage you to apply to the Fours in the year your child is eligible, as there are many more openings in the Fours than in Kindergarten and the Early Notification option is only available for the Fours.

If you are eligible for Early Notification, the application timeline is as follows:

- **September 3:** Online application available at lrei.org. Contact the Admissions Office after Labor Day to schedule a September parent interview and child playgroup.
- **By September 9:** Contact the Admissions Office to indicate your intent to apply.
- **September 9-13 and 16-20:** Priority parent interview days for Early Notification families only. You must submit your application prior to your interview date.
- **By December 2:** Complete application, parent interview and child playgroup.
- **By December 2:** Submit the Early Notification Form indicating the selection of Early Notification or Regular Notification (available at lrei.org).
- **By December 2:** Child’s current school submits the ISAAGNY Early Childhood Information Sheet (available at lrei.org).
- **By December 15:** Applicants for Financial Aid submit all required materials. Financial aid decisions are communicated separately from admissions decisions, by mid-January.
- **By January 17:** Decision letters mailed for those who selected Early Notification. If your child is accepted to LREI and you choose to enroll, you must do so by January 24. Upon enrollment, please withdraw your applications to other schools.

The decision to participate in the Early Notification program is binding. Families who choose to follow the Regular Notification admissions cycle will be notified according to the ISAAGNY deadlines along with all other applicants. If you have any questions about Early Notification or the admissions process, please contact us at any time.

Sincerely,

Mary Young  
Director of Lower School Admissions

Michelle Atienza  
Lower School Admissions Associate