



Timeline & Steps for the Admission Process

1

Initial Inquiry

Request information and attend a tour — this is a valuable first step in gaining a general understanding of Talk School and our program. You may also choose to complete an Application for Admission, which includes a **non-refundable fee of \$50**.

2

Screening

The parent or guardian must provide Talk with all required documentation before a screening can be scheduled. Once the documents have been submitted and reviewed, you will be contacted if a screening is deemed appropriate. If applicable, both the student and a parent or guardian must be present for the 30-minute evaluation.

3

Placement Evaluation

The student is required to attend this one-hour evaluation, and all necessary documentation must be submitted at least 2 weeks in advance. **The evaluation fee is \$125**, and no evaluation will be conducted unless all required documents have been received beforehand.

4

Trial Placement

Should your student make the Trial Placement Evaluation, we require the student to spend 3-4 days at Talk School. This will be a graduated schedule. This experience will allow them to familiarize themselves with the classroom setting and interact with their potential peers. Such visits can be particularly valuable for students who might feel apprehensive about transitioning to a new school environment. **All required documents must be submitted prior to the shadow experience.**

****Please note:** All trial placements require your student to be supported by a 1:1 aide provided by Talk School at a **rate of \$20 per hour**. If you have a traveling 1:1 aid and wish to request their participation, please submit a written request to Daniela Cerullo at daniela.cerullo@talkinc.org. Upon approval, you will be asked to provide the following information:

1. Agency Name
2. Agency Phone
3. Agency Email
4. FBI, Child Abuse and State Police Clearances

5

Evaluation Report

If you require an evaluation report, please inform Daniela by the time the placement evaluation is completed. The report will be processed within two weeks following the conclusion of the trial placement. **The cost of the report is \$215.00 and must be paid on the day the trial placement begins.**

6

Acceptance

Upon completion of the trial placement, the team will convene to review and discuss the student's trial week. Daniela Cerullo, our Admissions and Marketing Manager, will contact the family within five business days to communicate the admission decision. If the student is accepted, you will receive a formal acceptance letter along with information outlining the next steps.

7

Denial

If your student is not accepted, our team will provide detailed feedback outlining the areas requiring improvement to become classroom-ready. This information will be communicated to you by phone within three days of the admission decision

***All fees are due on the day of the appointment and may be paid by cash, check, or credit card.

****PLEASE NOTE: THE STUDENT MUST ARRIVE AT LEAST 10 MINUTES BEFORE THE SCHEDULED TIME. IF THE STUDENT IS MORE THAN 10 MINUTES LATE FOR THE SCREENING OR PLACEMENT EVALUATION, THE APPOINTMENT WILL NEED TO BE RESCHEDULED.

**Please sign below to confirm that you have read
and understood the information provided above.**

Daniela Cerullo
Admissions Manager

Parent/Guardian

Date: _____

Date: _____