



Overbrook Academy  
International Boarding School for Girls 8-15



## APPLICATION LEAFLET 2017-2018



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🌐 <http://www.overbrookacademy.org>



## ADMISSIONS PROCEDURE

Dear Applicant, this leaflet is intended to guide you through the application and admissions process to **Overbrook Academy**. It consists of three stages:

### Stage 1: Application forms and documents

An application to **Overbrook Academy** is based on the receipt of all the following documentation:

1. Student Information
2. Contact information
3. Parent's Report
4. Recommendation form
5. Application Form\*
6. Physician's Report signed by a doctor
7. Copy of the most recent official school grades
8. Family photo
9. Psychological Report\* <sup>(1)\*</sup>

<sup>(1)</sup>A psychological report is required for each applicant. Oak International will provide the contact for the psychologist who will apply the test and release this report to the Academy. This information is confidential and will be viewed by authorized staff only.

### Stage 2: Offer

Admissions Council will normally grant the acceptance of the applicant to **Overbrook Academy's** programs, after careful consideration of all the above documentation. Accepted applicants will receive a confirmation email with the decision of the Admissions Council. This may take **up to 15 days** for validation. There are no guaranteed or reserved places. Placement is subject to availability in each level. If a level is full, it is possible that a waiting list will be set up by the Admission Council.

### Stage 3: Supporting documentation

- Parental Agreement
- Medical Authorization forms
- 2 Photocopies of applicant's passport
- 7 Recent Passport-size color photographs\*
- Birth Certificate
- Clinics Form\*

Applicants will be given **20 working days** to send the supporting documentation to **Overbrook Academy** directly. The address to send the package will be given at Stage 3 at the Online Application. However, be aware that Overbrook Academy will not review any incomplete application. If the school secretary does not receive the supporting documentation within the given time, the application may be considered null and void.

In this stage it is required a deposit of 3,000 USD to secure a place for the accepted applicant. Only when full supporting documentation is sent to **Overbrook Academy**, with the enrollment agreement signed, and the deposit reception confirmed in writing by **Overbrook Academy**, you will have completed the application process.

\*Does not apply for Summer Courses



## SUMMER CAMP & SCHOOL YEAR DATES 2017-2018

### School Year Courses

	Annual	Autumn	Spring	Extended Autumn
Ages	11-15 years	11-15 years	11-15 years	11-15 years
Students arrival	07-Sep-17	07-Sep-17	06-Jan-18	07-Sep-17
Canada Trip	October	October	N/A	October
Christmas Break	17-Dec-17 /07-Jan-18	N/A	N/A	17-Dec-17 /07-Jan-18
Trip to Italy ( Easter)	April	N/A	April	N/A
Washington Trip*	May	N/A	May	N/A
Students return	07-Jun-18	16-Dec-17	07-Jun-18	28-Feb-18

### Summer Courses

#### 4 Weeks

Ages	8-14 years
Students arrival	08-Jul-17
Students return	05-Aug-17

## FINANCIAL INFORMATION

### Annual courses

	Annual	Autumn	Spring	Extended Autumn
Tuition and boarding	USD 35,200	USD 15,150	USD 23,000	USD 23,250
Clinics base charge	USD 3,700	USD 1,550	USD 2,300	USD 2,350
Canada Trip	USD 2,390	USD 2,390	N/A	USD 2,390
Ski Trip (Feb)*	USD 1,400	N/A	USD 1,400	USD 1,400
Trip to Italy ( Easter)	USD 4,450	N/A	USD 4,450	N/A
Washington Trip (May)*	USD 1,400	N/A	USD 1,400	N/A

### Summer courses

#### 4 Weeks

Tuition and boarding	USD 4,800
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#### \*Optional trips

The school is closed during the Christmas break  
Prices do not include transportation to and from the Academy.



## PERSONAL ACCOUNT

Personal Account Department is in charge of the student's personal accounts in Overbrook Academy. Statements are visible 24/7 to parents at **Overbrook Academy's** website under parent's portal. The recommended amount to transfer for the personal account is shown in the table below. This estimated amount will normally cover the general expenses.

### Minimum recommended

	Annual	Autumn	Spring	Extended Autumn
School Years	USD 3,500	USD 2,000	USD 2,300	USD 2,500
Summer Courses				<b>4 weeks</b> USD 700

Charges such as the optional trips, medical expenses, taxis, special requests and the school shop account will be charged on your child's personal account.

For more information visit <http://overbrookacademy.org/admissions-tuitions-and-fees/en>

## TUITION ACCOUNT DETAILS

All payments for Tuition and Boarding and Clinics should be deposited to:

**Receiving Bank:** Bank of America 185 Asylum, St, Hartford, CT ZIP 06103

**Beneficiary Name:** Oak Academies Inc.

**Account Number:** 385016013256

**ABA:** 026009593

**Swift:** BOFAUS3N

**Currency:** USD

**Reference:** ID Number - Student name

### To contact Accounting Department

*Personal Account Coordinator*

Email: [pacoordinator@ovrbrk.org](mailto:pacoordinator@ovrbrk.org)





## NEED HELP WITH THE APPLICATION?

We have agents around the world willing to assist you through the application process. We offer unparalleled service, excellent professionalism, and the highest ethical standards. All our agents are well trained to ensure they have the answers to your questions and the knowledge to make your application process easier.



### Mexico

South	Adriana García Colin Gomez	<a href="mailto:adriana.garcia@oakinternational.org">adriana.garcia@oakinternational.org</a>
Bajío	Beatriz Escobedo	<a href="mailto:beatriz.escobedo@oakinternational.org">beatriz.escobedo@oakinternational.org</a>
Center	Rebeca Pérez Guillot	<a href="mailto:rperez@oakinternational.org">rperez@oakinternational.org</a>
North	Monica Leal	<a href="mailto:monica.leal@oakinternational.org">monica.leal@oakinternational.org</a>
Pacific	Perla María Martínez M	<a href="mailto:guadalajara@oakinternational.org">guadalajara@oakinternational.org</a>

### Chile- Argentina – Peru

Isabel Oelckers Hollstein [i.oelckers@oakinternational.org](mailto:i.oelckers@oakinternational.org)

### Brazil

Nathalie Musella [nathalie.musella@oakinternational.org](mailto:nathalie.musella@oakinternational.org)

### France - Spain - Italy

Victoria Pastor [vpastor@oakinternational.org](mailto:vpastor@oakinternational.org)

### Korea

Anna Lee [alee@grupointeger.com](mailto:alee@grupointeger.com)

### Rest of the World

Maria Hermida [atc@oakinternational.org](mailto:atc@oakinternational.org)