



Communication Arts Program

## APPLICATION FOR ADMISSION Class of 2022

### Directions

1. Fill out and sign Form A. Parent/guardian signature also required.
2. Complete and sign Form B. Parent/guardian signature also required.
3. Fill out Form C and attach a copy of your Grade 7 report card.
4. Give Form D-1 to your Grade 8 English teacher and Form D-2 to the teacher of your choice (preferably to someone who has taught you in 7<sup>th</sup> or 8<sup>th</sup> grade). Give Form D-3 to your guidance counselor. **Give them to your teachers and counselor immediately.**
5. **Mail or hand deliver a check for \$35.00 for testing fee, Forms A, B and C (with a copy of your Grade 7 final report card) to the Communication Arts Program at Blair.** If mailed, the application packet must be postmarked by **November 3, 2017**. If hand-delivered, the application must be in Blair's main office by **3:00 pm on November 3, 2017**.

**If you paid the testing fee with your application to Blair, Poolesville, or Richard Montgomery, you DO NOT need to pay a fee for CAP. If you are ONLY applying to CAP, you need to send a check made out to MCPS for \$35 with your application. If that is a financial hardship, include a letter with your application to that effect to be considered for a waiver of the fee.**

**IMPORTANT:** All forms must be received by the deadline for you to be considered for a place in the program. **Due to the volume of applications, we cannot confirm receipt.** We recommend that you send the application by registered mail unless you are dropping it off in person. Call the CAP office at 301-649-2854 with any questions.

### PLEASE MAIL TO

Ms. Sarah Fillman, CAP Coordinator  
Montgomery Blair High School  
51 University Blvd., East  
Silver Spring, MD 20901

**SUBMISSION DEADLINE: November 3, 2017**

## Selection and Notification

Students who apply to the Communication Arts Program should live in the Downcounty Consortium (DCC) or attend a DCC feeder middle school, have at least a 2.75 GPA, and be enrolled in honors English and Social Studies (if offered at their middle school). Admission to the CAP is very competitive. Highly motivated gifted and talented students are encouraged to apply. Multiple criteria are used to evaluate candidates, including teacher recommendations, written statements from candidates, previous grades and coursework, test scores, and achievements. Notification of selection decisions should occur by mail to each parent/student by early to mid-February, 2018.

## Test Preparation

Applicants will be tested at Blair High School on **December 2, 2017 from 8–11 a.m.** Please reserve that date. The same test is administered for the Montgomery Blair Magnet Program, the Richard Montgomery IB Program, the Poolesville High School Magnet Program, and the Communication Arts Program. A test preparation booklet is available online at

[www.montgomeryschoolsmd.org/curriculum/specialprograms/](http://www.montgomeryschoolsmd.org/curriculum/specialprograms/) or any MCPS middle school.

## Important Testing Information

- 1. If you paid the testing fee with your application to Blair, Poolesville, or Richard Montgomery, you DO NOT need to pay a fee for CAP. If you are ONLY applying to CAP, you can either send in a check made out to MCPS for \$35 with your application, or use the online payment system for all special programs. Pay online at <http://osp.osmsinc.com/MontgomeryMD/>. Use the “Special Programs – Magnet High School Program” link. If that is a financial hardship, include a letter with your application to that effect to be considered for a waiver of the fee.**
2. Students applying only to the Communications Arts Program will take **only** the verbal portion of the test and complete a 30 minute essay.
3. **a. Applicants to CAP only** must report to Montgomery Blair High School between 7:45-8:00 a.m. on December 2, 2017. Testing should be completed around 10:00 a.m. Since there is no waiting area, parents should plan to pick up students from the cafeteria parking lot (University Blvd.) at 10:00 a.m.  
**b. Applicants to CAP who also applied to any of the other magnet programs** (Blair, Richard Montgomery, or Poolesville) should follow the testing instructions in the magnet application. Visit [www.montgomeryschoolsmd.org/curriculum/specialprograms/](http://www.montgomeryschoolsmd.org/curriculum/specialprograms/) to view the magnet application for testing information. Students applying to multiple programs should be finished with the test by 11:00 a.m.
4. Specialized admissions tests were developed for the Montgomery Blair Magnet Program, the Richard Montgomery IB Program, the Poolesville High School Program, and The Communication Arts Program to assess knowledge and skills that are needed for success in a high school program designed for exceptionally high achieving students. They measure reasoning ability, critical thinking, and knowledge and skills students have learned over the years. A test preparation booklet is available online at [www.montgomeryschoolsmd.org/curriculum/Special programs/](http://www.montgomeryschoolsmd.org/curriculum/Special programs/) or any MCPS middle school. The following advice is offered to students:
  - Keeping up with your schoolwork throughout the year is the best possible preparation for these tests.
  - Cramming is usually not very effective and will do little to improve scores.
  - Be certain to rest well the night before the test and eat a good breakfast on the day of the test.
  - Plan to arrive by the designated time.
  - Bring several sharpened number 2 pencils. You do not need a student ID if you are an MCPS student.
  - You will NOT be permitted to use calculators and calculator watches during testing.
  - Test scores are based on the number of correct answers marked on the answer sheet. There is no penalty for a wrong answer. Therefore, omitting a question will not give you an advantage, and wrong answers will not be deducted from your correct answers.
5. At the time of testing, students are asked to sign a statement indicating they feel well enough to complete the testing session. If a student is ill on the day of testing, the parent should not bring him or

her to the testing site. Instead, the parent should call the program coordinator on the next school day to reschedule.

## Testing Site Information

The following directions apply to all applicants to the Science, Mathematics, Computer Science Program at Montgomery Blair High School, the International Baccalaureate Diploma Program at Richard Montgomery High School, the Whole School Magnet Program at Poolesville High School, and The Communication Arts Program.

1. Applicants to **CAP only** must report to Montgomery Blair High School between 7:45-8:00 a.m. on **December 2, 2017**. Testing should be completed around 10:00 a.m. Since there is no waiting area, parents should plan to pick up students from the cafeteria (University Blvd. parking lot) at 10:00 a.m.
2. Applicants to CAP who also applied to any of the other magnet programs (Blair, Richard Montgomery or Poolesville) should follow the testing instructions in the magnet application.
  - a) Visit [www.montgomeryschoolsmd.org/curriculum/specialprograms/](http://www.montgomeryschoolsmd.org/curriculum/specialprograms/) to view the magnet application for testing information.
  - b) Students are assigned to a testing site based on their **home** high school. The same tests will be administered at all sites and results given to the appropriate program coordinator(s). Students who currently attend middle school magnet programs at Roberto Clemente, Eastern, or Takoma Park middle schools, a middle school other than their assigned middle school, or a private school may visit the school assignment locator on [www.montgomeryschoolsmd.org](http://www.montgomeryschoolsmd.org) to locate their home high school cluster and identify the testing site.
3. All applicants must report to their assigned testing site on **December 2, 2017, between 7:45-8:00 a.m. (SNOW DATE: December 9, 2017)**. No contact will be made to confirm this testing date. (Students who are unable to test on Saturday because of religious or other special reasons will be able to test on **Sunday, December 3, 2017**, at Richard Montgomery High School with a **SNOW DATE** of **December 10, 2017**. Written requests for the alternate test date must be submitted to the program coordinator by **November 3, 2017**. A telephone contact from the coordinator will confirm testing on this alternate date.)

## Testing Accommodations

If the applicant requires testing accommodations, a copy of the Individualized Education Program (IEP) or Section 504 plan that specifies the accommodations **MUST** be submitted with the application. The program coordinator will contact the applicant or parent/guardian to discuss accommodations and times.

**Special needs testing: December 3, 2017, 8:00–11:00 a.m. at Richard Montgomery High School (SNOW DATE: December 10, 2017).**

**Personal Information**

Student Name \_\_\_\_\_

MCPS ID# \_\_\_\_\_

Home Address \_\_\_\_\_

Please include Zip code

Date of Birth \_\_\_\_\_

Home High School \_\_\_\_\_

Current Middle School \_\_\_\_\_

Home Middle School \_\_\_\_\_

Home Phone \_\_\_\_\_

Parents/Guardians

\_\_\_\_\_ work/cell phone: \_\_\_\_\_

\_\_\_\_\_ work/cell phone: \_\_\_\_\_

Parent/Guardian e-mail \_\_\_\_\_

Are you applying to the

\_\_\_\_\_ **IB Program at Richard Montgomery?**\_\_\_\_\_ **Science/Math/Computer Science Magnet at Blair?**\_\_\_\_\_ **Any House at the Whole School Magnet at Poolesville High School?**\_\_\_\_\_ **Other program/s? (list here: \_\_\_\_\_).**\_\_\_\_\_ **The Communication Arts Program ONLY?**

**IEP/504**

Parents of students who currently receive special education services or testing accommodations under Section 504 of the Individuals with Disabilities Education Act (IDEA) MUST include a copy of the applicant’s plan. Accommodations must be in place at the time of testing.

**Does the applicant have an IEP or a Section 504 plan?  Yes  No**

**Parent Permission Statement**

I hereby submit application for my child to be considered for this high school program and give my permission for school officials to report my child’s achievement and aptitude test scores when required. I understand that the teacher information and test results will be maintained in confidence by the Screening Committee; that the recommendation scores cannot be shared outside the Screening Committee, and that applications will not be returned to parents or students.

**Parent/Guardian Signature** \_\_\_\_\_ **date:** \_\_\_\_\_

**Student Signature** \_\_\_\_\_ **date:** \_\_\_\_\_

To be completed by the applicant only. No assistance should be given. **You may use only the space provided.**

\_\_\_\_\_  
*Student's Last Name*

\_\_\_\_\_  
*First Name*

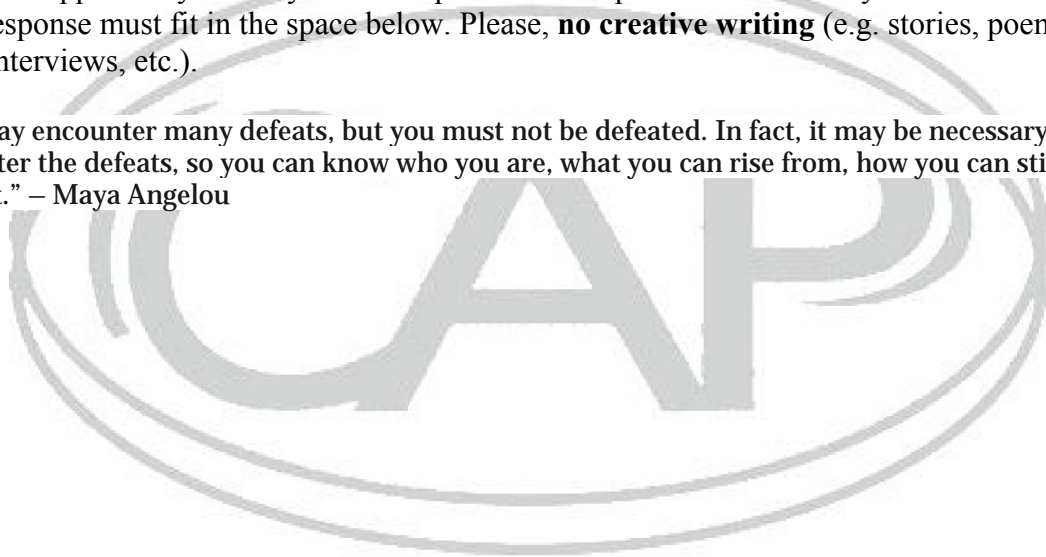
\_\_\_\_\_  
*Initial*

\_\_\_\_\_  
*MCPS ID #*

***Self Evaluation Form:***

CAP students pursue a rigorous humanities curriculum with an interdisciplinary connection among English, social studies, communication, and visual/fine arts. So that we are able to both preview your writing capabilities and learn more about you, please respond to the following quote as it applies to you and your life experience. Be specific and choose your words carefully. Your response must fit in the space below. Please, **no creative writing** (e.g. stories, poems, mock interviews, etc.).

“You may encounter many defeats, but you must not be defeated. In fact, it may be necessary to encounter the defeats, so you can know who you are, what you can rise from, how you can still come out of it.” – Maya Angelou



**Please sign your consent to the following statement before submitting your application:**

*I understand that I cannot give or receive help other than that in the classroom instruction in the completion of this application. All the information submitted is true to my knowledge. All application materials will be retained by the school.*

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Applicant Signature

Date

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Parent/Guardian Signature

Date



## GRADE 7 FINAL GRADE REPORT

**Directions:**

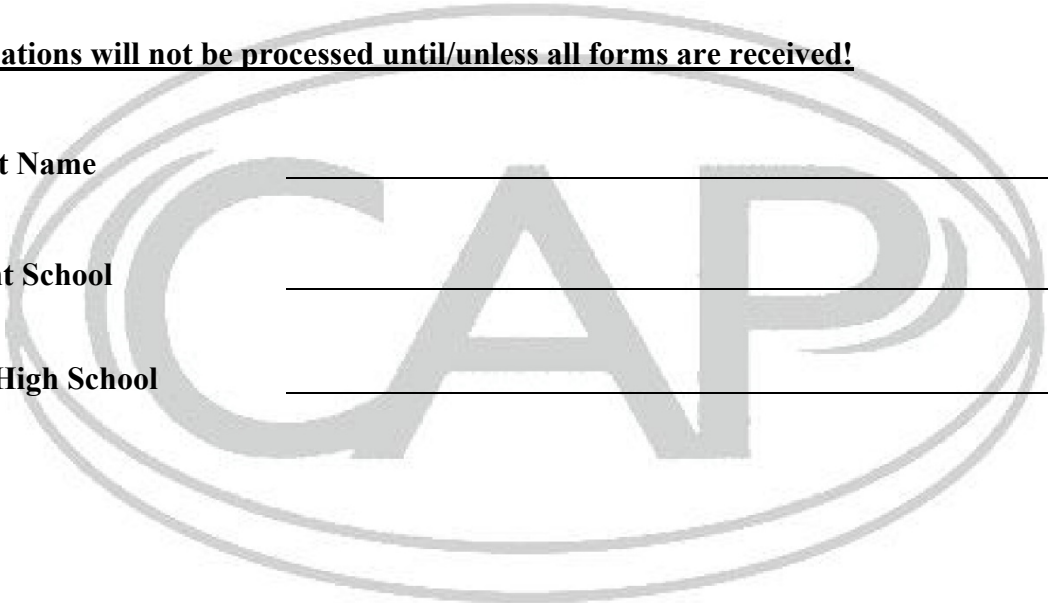
1. Fill out the information below and
2. Submit with a Xeroxed copy of **Grade 7** final report card.

**Applications will not be processed until/unless all forms are received!**

**Student Name** \_\_\_\_\_

**Current School** \_\_\_\_\_

**Home High School** \_\_\_\_\_





Directions for Teacher Recommendation: 8<sup>th</sup> Grade English

STUDENT: Fill in the information below and give this form to your 8<sup>th</sup> grade English teacher making the recommendation. (If you printed the application from Blair's website, be sure to give your teacher both pages of Form D-1.)

Student Name: \_\_\_\_\_ MCPS ID#: \_\_\_\_\_

Current School: \_\_\_\_\_

TEACHER:

MCPS Teacher: Complete the teacher recommendation Google Form for this student by accessing <http://bit.ly/mcpsteacherrec> using Google Chrome browser by December 8, 2017.

Non-MCPS Teacher: Complete the D-1 Evaluation Form and send to the address below:

Ms. Sarah Fillman, CAP Coordinator  
Montgomery Blair High School  
51 University Blvd., East  
Silver Spring, MD 20901

All recommendations should be posted on-line or in the CAP office by December 8, 2017.

PROGRAM DESCRIPTION: The Communication Arts Program at Montgomery Blair High School is a four year, honors level interdisciplinary program in the humanities and media. The curriculum is designed for students who are good writers, who work well in groups, and who are interested in the relationships among English, social studies, and communications. Students who are intellectually curious, willing to try new approaches, and eager to be challenged academically will be most successful in this program. CAP is product-driven, and there is an emphasis on collaborative learning.

All students who apply must be currently enrolled in gifted and talented/honors English and Social Studies (if available) and earning at least a B average.

Your recommendation is an important consideration in the selection process. Please complete the recommendation with reference to the demands of this program. Your comments are encouraged and greatly appreciated.

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Capacity in which you know this student: \_\_\_\_\_ Course \_\_\_\_\_

Grade Level \_\_\_\_\_

**RECOMMENDATION: English Teacher Evaluation**

Please use the following scale in completing the descriptors for this student. Consider the student with reference to the demands of the program.

- 5 – Exhibits this trait to an exceptional degree
- 4 – Exhibits this trait consistently
- 3 – Exhibits this trait frequently

- 2 – Exhibits this trait occasionally
- 1 – Exhibits this trait rarely
- na – Trait is not observed

Student traits	5	4	3	2	1	na
1. Demonstrates higher order thinking skills (analysis & synthesis of ideas)						
2. Learns quickly with good retention						
3. Is a keen and alert observer						
4. Applies concepts to new materials						
5. Quickly recognizes and understands conceptual relationships						
6. Seeks intellectual challenges						
7. Is sensitive to clock and calendar deadlines						
8. Works well in group settings						
9. Demonstrates ability to concentrate						
Demonstrates strong skills in						
10. Oral communication						
11. Content appropriate reading comprehension						
12. Content appropriate critical thinking						
13. Content appropriate problem solving						
14. Is a self-starter						
15. Demonstrates initiative and intellectual curiosity						
16. Is a self-starter and can work independently						
17. Can see past immediate rewards to long-range goals						
18. Generates a large number of ideas or solutions to problems						
19. Is a high academic risk-taker						
20. Demonstrates an interest and enthusiasm for learning						

**COMMENTS:**

Please discuss this student’s strengths, work ethic, and reasons they may be a good fit for CAP. Also, please indicate any issues you feel are important for the committee to know, including the student’s academic and personal integrity.

**Directions for Teacher Recommendation: Selected Teacher (other than English)**

**STUDENT:** Fill in the information below and give this form to the selected non-English academic teacher making the recommendation. (If you printed the application from Blair’s website, be sure to give your teacher both pages of Form D-2.)

Student Name: \_\_\_\_\_ MCPS ID#: \_\_\_\_\_

Current School: \_\_\_\_\_

**TEACHER:**

**MCPS Teacher:** Complete the teacher recommendation Google Form for this student by accessing <http://bit.ly/mcpsteacherrec> using Google Chrome browser by December 8, 2017.

**Non-MCPS Teacher:** Complete the D-2 Evaluation Form and send to the address below:

Ms. Sarah Fillman, CAP Coordinator  
 Montgomery Blair High School  
 51 University Blvd., East  
 Silver Spring, MD 20901

**All recommendations must be posted on-line or in the CAP office by December 8, 2017.**

**PROGRAM DESCRIPTION:** The Communication Arts Program at Montgomery Blair High School is a four year, honors level interdisciplinary program in the humanities and media. The curriculum is designed for students who are good writers, who work well in groups, and who are interested in the relationships among English, social studies, and communications. Students who are intellectually curious, willing to try new approaches, and eager to be challenged academically will be most successful in this program. CAP is product-driven, and there is an emphasis on collaborative learning.

All students who apply **must** be currently enrolled in **gifted and talented English and Social Studies** (if available) and earning at least a B average.

Your recommendation is an important consideration in the selection process. Please complete the recommendation with reference to the demands of this program. Your comments are encouraged and greatly appreciated.

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Capacity in which you know this student: Course \_\_\_\_\_

Grade Level \_\_\_\_\_

**RECOMMENDATION: Selected Teacher Evaluation**

Please use the following scale in completing the descriptors for this student. Consider the student with reference to the demands of the program.

- 5 – Exhibits this trait to an exceptional degree
- 4 – Exhibits this trait consistently
- 3 – Exhibits this trait frequently
- 2 – Exhibits this trait occasionally
- 1 – Exhibits this trait rarely
- na – Trait is not observed

Student traits	5	4	3	2	1	na
1) Demonstrates higher order thinking skills (analysis & synthesis of ideas						
2) Learns quickly with good retention						
3) Is a keen and alert observer						
4) Applies concepts to new materials						
5) Quickly recognizes and understands conceptual relationships						
6) Seeks intellectual challenges						
7) Is sensitive to clock and calendar deadlines						
8) Works well in group settings						
9) Demonstrates ability to concentrate						
Demonstrates strong skills in						
10) Oral communication						
11) Content appropriate reading comprehension						
12) Content appropriate critical thinking						
13) Content appropriate problem solving						
14) Is a self-starter						
15) Demonstrates initiative and intellectual curiosity						
16) Is a self-starter and can work independently						
17) Can see past immediate rewards to long-range goals						
18) Generates a large number of ideas or solutions to problems						
19) Is a high academic risk-taker						
20) Demonstrates an interest and enthusiasm for learning						

**COMMENTS:**

Please discuss this student’s strengths, work ethic, and reasons they may be a good fit for CAP. Also, please indicate any issues you feel are important for the committee to know, including the student’s academic and personal integrity.

**Directions for Recommendation: School Counselor**

**STUDENT:** Fill in the information below and give this form to your current school counselor who will be making the recommendation. (If you printed the application from Blair’s website, be sure to give your counselor both pages of Form D-3.)

Student Name: \_\_\_\_\_ MCPS ID#: \_\_\_\_\_

Current School: \_\_\_\_\_

**COUNSELOR:**

**MCPS Counselors:** Complete the counselor recommendation form for this student by hand and PONY or email a scanned copy to Sarah Fillman by December 8, 2017. We understand that you may not know the student very well but any information you do have will be helpful for the acceptance panel.

**Non-MCPS Counselor:** Complete the D-3 Evaluation Form and send to the address below:

Ms. Sarah Fillman, CAP Coordinator  
Montgomery Blair High School  
51 University Blvd., East  
Silver Spring, MD 20901

**All recommendations must be posted on-line or in the CAP office by December 8, 2017.**

**PROGRAM DESCRIPTION:** The Communication Arts Program at Montgomery Blair High School is a four year, honors-level interdisciplinary program in the humanities and media. The curriculum is designed for students who are good writers, who work well in groups, and who are interested in the relationships among English, social studies, and communications. Students who are intellectually curious, willing to try new approaches, and eager to be challenged academically will be most successful in this program. CAP is product-driven, and there is an emphasis on collaborative learning.

All students who apply **must** be currently enrolled in **honors/gifted and talented English and Social Studies** (if available) and earning at least a B average.

Your recommendation is an important consideration in the selection process. Please complete the recommendation with reference to the demands of this program. Your comments are encouraged and greatly appreciated.

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Capacity in which you know this student: \_\_\_\_\_

**RECOMMENDATION: School Counselor**

Please answer the following to the best of your ability.

- 5 – Very well
- 4 – Fairly well
- 3 – We have met

- 2 – Not well
- 1 – Not at all

Question	5	4	3	2	1
1) How well do you know the student?					

**If able, please discuss any strengths you know of that would make this student an asset to our program.**

**If able, please discuss any issues you feel are important for the committee to know, including the student's academic and personal integrity.**