

Application and Enrollment steps:

1. Family participates in an **Family Admissions Tour**
2. Submit an **Admissions Application** if interested
3. An acknowledgement receipt will be sent via email
4. The Admissions Department will then set a **Family Interview**

If Brookwood and the family agree that the applicant's needs may be met within Brookwood's programs, the next steps begin:

5. The Admissions Department sets a **Volunteer Day\***, 9:30 am – 2:00 pm for the applicant to try out the Work Program
6. Brookwood will receive feedback from the Family and Work Program teachers for review; additional volunteer days may be scheduled
7. If Brookwood's support structure is not able to meet the needs of the applicant, the Director of Admissions will notify the family. Other options may be offered, potentially including attending with a helper
8. If Brookwood has a Work Program opportunity that may meet the applicant's needs, the Director of Admissions will notify the family to discuss an enrollment plan
9. For Residential Enrollment, a 2-3 day **Residential Visit** and a **Residential Planning Meeting** will be scheduled
10. The Admissions Department sends an **Enrollment Packet** for either the Day Program or Residential Program
11. After the completed Enrollment Packet is received by the Admissions Department, an intake/start date will be set

*\* Depending on the current calendar, it may be a month or longer before we are able to schedule this step*

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Brookwood Admissions