

# DEKALB EARLY COLLEGE ACADEMY



## Prospective Scholar Application Checklist

2025–2026

Parent/Guardian of: \_\_\_\_\_

The items below are required to complete this student’s application to DeKalb Early College Academy for the 2025-2026 school year. Please note that documents cannot be faxed or mailed. **Incomplete application packets will not be accepted or reviewed for acceptance into DECA.**

DECA Application for 2025-2026:

- Complete the Online Application first.** Located at <https://forms.office.com/r/jvJ8QVh94C>
- Student Video of Interest (instruction are below and on the school’s website, [deca.dekalb.k12.ga.us](https://deca.dekalb.k12.ga.us))
- Sign & Return Scholar/Parent Assurance Form. *Please return by using your school email account and emailing this form to [Ericka\\_McCormick@dekalbschoolsga.org](mailto:Ericka_McCormick@dekalbschoolsga.org).* (Please review all Policies, Contracts, and all Agreements in DECA’s Handbook on DECA’s website before signing the Assurance Form).
- 2 Teacher Recommendations (Only your **current Math** and **English** teacher). Submit the Teacher recommendation Form to your child’s Math and English teacher for this school. **We will not accept recommendations from parents.**
- Submit the Counseling Form to your child’s counselor for this year and the previous 2 school years immediately. Counselors need at least 7 days to submit documents, so this form needs to be given early so forms can be in by the deadline of October 31st.
  - The following documents are needed from each applicant from all the schools attended for the grades listed below:

Uploaded Copy of Discipline	Uploaded Copy of Academic Transcript	Uploaded Copy of Attendance Transcripts/Records
<ul style="list-style-type: none"><li>○ 6<sup>th</sup> grade</li><li>○ 7<sup>th</sup> grade</li><li>○ 8<sup>th</sup> grade</li></ul>	<ul style="list-style-type: none"><li>○ 6<sup>th</sup> grade</li><li>○ 7<sup>th</sup> grade</li><li>○ 8<sup>th</sup> grade</li></ul>	<ul style="list-style-type: none"><li>○ 8<sup>th</sup> grade</li></ul>

**Students applying for 10<sup>th</sup> grade need to include all documents listed above for their 9<sup>th</sup> grade year as well.**

Test Scores

- Students applying for 9<sup>th</sup> must submit their 7<sup>th</sup> grade, End of Grade (EOG) scores.
- Students applying 10<sup>th</sup> grade are to submit their Fall 2023 EOC scores and 8<sup>th</sup> grade EOG scores.

Students outside of DeKalb can contact DCSD School Choice for any available MAP testing dates.

Please Note:

- Students offered admission into DeKalb Early College Academy must provide their 2<sup>nd</sup> semester report card and their most recent Georgia Milestone scores by July 1, 2025.

- We will notify the parent(s) of all applicants of their acceptance status by the e-mail given in the application, however we provide no explanation (written or verbal) should a child not be accepted into the program.

## Interest Video Directions

### DeKalb Early College Academy Application Interest Video Directions

The DECA Application Committee would like to allow applicants to showcase who they are and what makes them the ideal DECA student. Please create a 3 to 5-minute YouTube video detailing how:

- State what sets DECA apart from other programs and how attending DECA will benefit you and others.
- DECA is a highly rigorous program that requires a lot of studying and personal sacrifice. How do you manage your time in order to be successful in and out of the classroom?

Once completed, please ensure that your video is not private and upload the link to your YouTube video here: <https://forms.office.com/r/kqfXhsLfaW>

Thank you,

DECA Application Committee ☺



8<sup>th</sup> Grade Teacher Recommendation (if applying for 10<sup>th</sup> grade entry get a 9<sup>th</sup> grade teacher recommendation)

All applicants are required to get **one English and one Math** teacher recommendation.

**To the Candidate:** Please print your name legibly below and give this form to your chosen core content teacher.

Candidate's Name: \_\_\_\_\_ Student Number: \_\_\_\_\_

**To the Teacher:** The person named above is applying to DeKalb Early College Academy. The Admissions Committee needs a recommendation as it chooses among highly qualified students. Please state your thoughts about the student's academic and personal qualifications. Your recommendation will remain confidential.

Thank you for your assistance.

Teacher Name (please print): \_\_\_\_\_ Content Taught(circle one): Math or ELA \_\_\_\_\_

Name of School \_\_\_\_\_ Contact Number: \_\_\_\_\_ RATINGS

Compared to other students in the same class/grade level, how do you rate this student?

	Below Average	Average	Good	Excellent (Top 10%)	One of the tops! (Few encountered in my career.)
Academic Achievement					
Leadership					
Participation in extracurricular activities					
Adjustment to new situations					
Self-discipline/ Perseverance					

What are the first three words that come to mind as you describe the candidate?

\_\_\_\_\_

Please return by using your school email account and emailing this form to [Ericca\\_McCormick@dekalbschoolsga.org](mailto:Ericca_McCormick@dekalbschoolsga.org).

*The deadline to submit documents to DeKalb Early College Academy is October 31, 2024*



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(To be given to the applicant's current school counselor)

Dear School Counselor,

I would like to request your assistance in applying for DeKalb Early College Academy. Applicants have been asked to notify the counselors of their child for the past 3 school years to inform of the documents we, as parent/guardians are requesting you send. The deadline to submit documents to DeKalb Early College Academy is October 31st, 2024. The school will share a link for you to upload/submit the needed documents (see the list below) based on the email address I shared with them. If you need additional assistance, please let me know.

My child's name is \_\_\_\_\_ Student Number \_\_\_\_\_

Parent's name: \_\_\_\_\_ Parent's email: \_\_\_\_\_ Parent's number: \_\_\_\_\_

Sincerely,

\_\_\_\_\_  
Parent Signature (above)

Dear School Counselors,

Thank you for helping the previously named scholar apply for DECA. Our application window is October 1<sup>st</sup> -31st, 2024. We have asked families to make request at least 7 days prior to the deadline so applications are completed on time. Please check your email for an upload link shared by Ms. Miller. School counselors can also email [Ashley\\_Miller@dekalbschoolsga.org](mailto:Ashley_Miller@dekalbschoolsga.org) for the link.

The following documents are needed from each applicant from all the schools attended for the grades listed below:

<input type="checkbox"/> Uploaded Copy of Discipline <ul style="list-style-type: none"> <li><input type="radio"/> 6<sup>th</sup> grade</li> <li><input type="radio"/> 7<sup>th</sup> grade</li> <li><input type="radio"/> 8<sup>th</sup> grade</li> <li><input type="radio"/> <b>9<sup>th</sup> grade*</b></li> </ul>	<input type="checkbox"/> Uploaded Copy of Academic Transcript <ul style="list-style-type: none"> <li><input type="radio"/> 6<sup>th</sup> grade</li> <li><input type="radio"/> 7<sup>th</sup> grade</li> <li><input type="radio"/> 8<sup>th</sup> grade</li> <li><input type="radio"/> <b>9<sup>th</sup> grade*</b></li> </ul> <p>Must include Fall 2023 grades.</p>	<input type="checkbox"/> Uploaded Copy of Attendance Transcripts/Records <ul style="list-style-type: none"> <li><input type="radio"/> 8<sup>th</sup> grade</li> <li><input type="radio"/> <b>9<sup>th</sup> grade*</b></li> </ul>	<input type="checkbox"/> Uploaded Test Scores <ul style="list-style-type: none"> <li><input type="radio"/> Students applying for 9<sup>th</sup> must submit their 7<sup>th</sup> grade, EOG scores.</li> <li><input type="radio"/> Students applying 10<sup>th</sup> grade are to submit their Fall 2023 EOC scores and 8<sup>th</sup> grade EOG scores.</li> <li><input type="radio"/> Fall '24 MAP scores if no EOG scores</li> </ul>
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**Students applying for 10<sup>th</sup> grade need to include all documents listed above for their 9<sup>th</sup> grade year as well.**

If you have questions, please call 678-875-2402 or email Ashley\_Miller@dekalbschoolsga.k12.ga.us.

Sincerely,

DeKalb Early College Academy Application Committee