

# UNITED STATES RESIDENT APPLICATION CHECKLIST

Applicants, please retain this checklist. Please begin the application process as soon as possible. All documents may be mailed directly to Mount Michael or sent via email to **Tim Carlson**, Director of Enrollment ([tcarlson@mountmichael.org](mailto:tcarlson@mountmichael.org)).

- 1. Entrance Exam** - Incoming Freshman must take the entrance examination. Mount Michael administers it's own examination at our school in January on the date set for Omaha Archdiocesan high schools. This year's entrance exam date is:
  - January 10th, 2026 8:30 am - 11:30 am
  - Only students taking the test this day at Mount Michael qualify for academic merit scholarships
  - Students applying after the above testing date will need to schedule an individual testing time and will not qualify for academic merit scholarships.
- 2. Form #1: Application for Admission** - Complete and mail to the address below, along with the \$25.00 application fee payable to Mount Michael Benedictine School.
  - The application fee will be waived for students who submit their applications before January 9th, 2026.
  - Please include a recent photo of the applicant for our files. This will not be returned.
- 3. Form #2: Self-Evaluation**
  - Please complete the Mount Michael Self Evaluation honestly and thoughtfully. Your responses will help the Admissions Board gain a clear understanding of your personal habits, character, and approach to academics and community life.
- 4. Form #3 & #4: School Recommendations**- Math Teacher and English Teacher Recommendations.
  - Give form #3 to your current Math teacher, requesting that the completed recommendation be sent directly to Mount Michael as soon as possible.
  - Give form #4 to your current English teacher, requesting that the completed recommendation be sent directly to Mount Michael as soon as possible.
- 5. Form #5: Authorization for Release of Educational Records** - Both the applicant and parent must sign and date this form.

Turn this into your school's office and ask them to send the requested documents directly to Mount Michael as soon as possible.

**Applications completed before January 9th, 2026 will receive first consideration.**

The steps outlined above **must** be completed before the Board of Admissions will consider the applicant's file.

**Please note that completion of this application does not guarantee admission or eliminate the need for further review. The Mount Michael Admissions Board reserves the right to request an interview with the Director of Enrollment should additional clarification or evaluation of the applicant's materials be deemed necessary. Such interviews, if required, will be scheduled at the discretion of the Admissions Office.**

- Financial Aid** - If your family seeks financial aid, please note that this process does not begin until a student is accepted. Should your son be accepted, you will receive a student agreement and acceptance letter. On the agreement, there will be a place to indicate your interest in applying for financial aid. Upon receipt of your agreement, an application for financial aid will be sent to you.

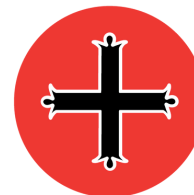
**Please address all correspondence to:**

**Tim Carlson, Director of Enrollment**  
Mount Michael Benedictine School  
22520 Mount Michael Road  
Elkhorn, Nebraska 68022

**Phone:** 402.238.1457

**Fax:** 402.289.4389

**Email:** [tcarlson@mountmichael.org](mailto:tcarlson@mountmichael.org)



**MOUNT MICHAEL**  
BENEDICTINE SCHOOL

## APPLICATION FOR ADMISSION

Which program are you applying to? <input type="checkbox"/> Residential Program <input type="checkbox"/> Day Program <small>Applications without a program selected will be processed as residential unless otherwise notified.</small>
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### Student Information

Name (First, Middle, Last):			
Birthdate (mm/dd/yyyy):	Email Address:		
Address:			
City:	State:	Zip:	School District:
Primary Contact Person:		Phone:	
Is your child on an IEP or 504 Plan?    Yes    No		Grade applying for:    9    10    11	
Please list any learning disabilities (Dyslexia, Attention Deficit Disorder, etc):			
Please list any life-threatening medical conditions:			
Religion:		Parish:	
8th Grade School Name and Address:			
Have you attended high school?    Yes    No		Number of years attended:	
Have you ever been dismissed or expelled from a school for academic or disciplinary reasons? <i>If yes, please explain on a separate sheet of paper.</i> <input type="checkbox"/> Yes <input type="checkbox"/> No			
What other schools are you applying to?			
Are you applying as an international student requiring an I-20 or F1? <input type="checkbox"/> Yes <input type="checkbox"/> No			

### Family Information

	Older	Younger		Older	Younger
Number of brothers:			Number of sisters:		
<b>Father's Information</b>			<b>Mother's Information</b>		
Name:			Name:		
Employer:			Employer:		
Occupation:			Occupation:		
Work Phone:			Work Phone:		
Cell Phone:			Cell Phone:		
Email Address:			Email Address:		
<b>Complete the following ONLY if different from applicant</b>					
Father's full address:			Mother's full address:		

**To be completed by the applicant**

How did you hear about Mount Michael Benedictine School?
Why are you interested in attending Mount Michael Benedictine School?
Do you plan to attend college? <i>If not, what are your plans after graduating from high school?</i>
What careers or occupations do you think you might be interested in?
List any significant work experience:
List any extracurricular activities:
List any offices held, awards received, etc.:
List any special interests in which you feel the Board of Admissions should know:

**Please circle any of the following athletic activities you would be interested in at Mount Michael**

- |          |               |        |            |              |           |
|----------|---------------|--------|------------|--------------|-----------|
| Football | Cross Country | Tennis | Basketball | Swim & Dive  | Wrestling |
| Soccer   | Track & Field | Golf   | Baseball   | Trapshooting | Bowling   |

**Please circle any of the following activities you would be interested in at Mount Michael**

- |          |                    |                     |                               |             |                    |
|----------|--------------------|---------------------|-------------------------------|-------------|--------------------|
| Robotics | Student Government | Band                | Choir                         | Speech      | Journalism         |
| Drama    | Mock Trial         | Student Youth Group | Pottery                       | Art         | Academic Decathlon |
| E-Sports | Investment         | Cooking             | Math and Science Competitions | Engineering | Disc Golf          |

**Additional information you'd like to share with the Admissions Board:**

*The information provided on this application is correct to the best of our knowledge. If accepted by the Board of Admissions, we agree to follow the policies and regulations of Mount Michael Benedictine School.*

\_\_\_\_\_  
Signature of parent(s) Date

\_\_\_\_\_  
Signature of student Date

**Please send to:**  
 Director of Enrollment  
 Mount Michael Benedictine School  
 22520 Mount Michael Road  
 Elkhorn, NE 68022

**Or email to:**  
 tcarlson@mountmichael.org

## Self-Evaluation

*Please read each statement carefully and circle the option that best represents your honest thoughts and behaviors. There are no right or wrong answers—this evaluation is meant to provide the Admissions Board with a clear understanding of how you view yourself as a student and individual. Respond thoughtfully and truthfully to ensure your answers reflect who you truly are.*

**1. I take responsibility for my actions and choices, both at home and at school.**

Strongly agree      Somewhat agree      Unsure      Somewhat Disagree      Strongly Disagree

**2. I manage my time well and stay on top of my schoolwork without needing frequent reminders.**

Strongly agree      Somewhat agree      Unsure      Somewhat Disagree      Strongly Disagree

**3. I always use tools such as a planner, calendar, or checklist to stay organized and meet deadlines.**

Strongly agree      Somewhat agree      Unsure      Somewhat Disagree      Strongly Disagree

**4. I put my best effort into my schoolwork, even when the subject is difficult for me.**

Strongly agree      Somewhat agree      Unsure      Somewhat Disagree      Strongly Disagree

**5. When I face setbacks or challenges, I stay positive and keep working to improve.**

Strongly agree      Somewhat agree      Unsure      Somewhat Disagree      Strongly Disagree

**6. I'm always a good friend by treating others with respect, honesty, and kindness.**

Strongly agree      Somewhat agree      Unsure      Somewhat Disagree      Strongly Disagree

**7. I contribute to group projects, teams, or activities by putting the group's goals above my own.**

Strongly agree      Somewhat agree      Unsure      Somewhat Disagree      Strongly Disagree

**8. I communicate openly and respectfully with adults such as teachers, coaches, and parents.**

Strongly agree      Somewhat agree      Unsure      Somewhat Disagree      Strongly Disagree

**9. I always look for ways to serve others and be helpful in my community or school.**

Strongly agree      Somewhat agree      Unsure      Somewhat Disagree      Strongly Disagree

**10. I am excited about the idea of challenging myself to grow academically, personally, and spiritually at Mount Michael.**

Strongly agree      Somewhat agree      Unsure      Somewhat Disagree      Strongly Disagree

## SCHOOL RECOMMENDATION - MATH INSTRUCTOR

Applicant Name: \_\_\_\_\_

Date Requested: \_\_\_\_\_

We respectfully request your advice in deciding upon the admission of this applicant to Mount Michael Benedictine School. These recommendations are used by the Admissions Board to determine which students will be admitted to our school. Mount Michael is a college preparatory boarding school for boys, offering both a five- or seven-day residential program and an extended day program. The emphasis is on small classes and individual attention with an attempt to create a wholesome atmosphere for growing up. Our program is not suitable for those with discipline problems or an uncooperative attitude toward school. The applicant must want to be here and accept academic challenge as a prerequisite for a successful experience at Mount Michael.

***Please be assured that the information which you submit will be handled in a professional manner.***

How long have you known this applicant? \_\_\_\_\_

Do you recommend this applicant for Mount Michael Benedictine School?    Yes    No

How would you recommend him? (Please check one option and explain)

Completely  With Reservation

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Current Math Course: \_\_\_\_\_

Recommended course for this student next year: \_\_\_\_\_

As compared with other young men his age, this applicant has demonstrated the ability to:

	Top 10%	Above Average	Average	Below Average	Unsure
Turn in homework in timely a manner					
Set an example of good conduct for others					
Cooperate with authority and work within the rules					
Accept criticism and make improvements from it					
Exert maximum effort, showing a strong desire to achieve					
Achieve Academically					



## SCHOOL RECOMMENDATION - ENGLISH INSTRUCTOR

Applicant Name: \_\_\_\_\_

Date Requested: \_\_\_\_\_

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Accept criticism and make improvements from it					
Exert maximum effort, showing a strong desire to achieve					
Achieve Academically					



## AUTHORIZATION FOR RELEASE OF EDUCATIONAL RECORDS

*This form is to be retained by the elementary, junior high or high school sending the records.*

**SPECIAL NOTE:** In accordance with the federal Privacy Rights of Parents and Students Act, the following signed consent is necessary in order for Mount Michael Benedictine School to receive student information for use in conjunction with the student's application for admission.

The undersigned hereby consent to the release to Mount Michael Benedictine of all educational records about the student, including recommendations and such other information as may be requested.

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Student Printed Name

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Student Signature

Date

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Parent or Legal Guardian Signature

Date

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For use by the elementary, junior high or high school:

Date sent: \_\_\_\_\_

- School Recommendation
- Transcript of Grades or Credits
- Disciplinary Report
- Current Grade Level First Semester Grades
- Current Grade Level Second Semester Grades (*if later requested*)
- Record of Standardized Test Scores (Terra Nova, Explore Scores, State Tests, Iowa Test of Basic Skills, etc.)

\*If applying during the first semester or as a transfer student, please include your most recent grade report.

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