

Applying to MICDS with the SAO Application

At MICDS, we strive to help families through the admission process as much as possible, which is why we want to clarify a piece of the SAO application.

As we receive applications, our admission team works with applicants to ensure interviews are completed in a timely manner. Applicants must click the “Pay Fee Now” in their SAO application to submit the completed application to us. To ensure a smooth application process for all of our prospective families, we encourage interested families to submit their application and schedule their interview ahead of the **January 12, 2021 deadline for 10th-12th grades** and ahead of the **January 22, 2021 deadline for 9th grade**. For more information on how to do so, please read the following:

1. Navigate to <https://ssat.org/sao>. Click “Get Started with the SAO.”

The screenshot shows the top navigation bar of the SAO website. The logo "The SSAT" is on the left. The navigation menu includes "The SSAT", "Test Options", "Practice", "Character Snapshot", "Apply", "Alerts", a search icon, and buttons for "Register/Login" and "Support".

The main content area features the heading "The Standard Application Online (SAO) Advantage". Below this, a paragraph states: "The Standard Application Online (SAO) simplifies and standardizes the process of applying to independent schools for students seeking to enter grades from pre-kindergarten to post-graduate."

Four icons with text labels are displayed in a row:

- Hundreds of Schools**: Represented by a school building icon.
- One Application**: Represented by a document with a pencil icon.
- All-in-One Dashboard**: Represented by a dashboard icon.
- Forms Made Easy**: Represented by a folder icon.

Below the icons, four sections are detailed:

- Hundreds of Schools**: "Apply to hundreds of participating independent schools."
- One Application**: "Don't repeat your applicant information and standard forms for every school on your list. With the SAO, you enter your information and complete standard forms just one time and use them to apply to multiple schools."
- All-in-One Dashboard**: "Manage your deadlines and view your application progress in one convenient, easy-to-use dashboard."
- Forms & Recommendations Made Easy**: "The SAO provides you with the most convenient, seamless way to manage your application progress. The SAO makes it easy to track the progress and submission of your forms to schools."

At the bottom, a large black arrow points to a red button labeled "Get Started with the SAO".

2. Register for SSAT.org by clicking “Sign up for a Parent/Guardian and Student Account.” Complete the account creation form. Review your account preferences and policies.

The Enrollment Management Association


Sign in

Username [Forgot Username?](#)

Password [Forgot Password?](#)


Remember Me Sign In

Create an Account



Sign up for a Parent/Guardian and Student Account

If you do not have a parent or student account, please [click here](#).



Membership Application for The Enrollment Management Association

If you would like to inquire about becoming a Member or Test Center of The Enrollment Management Association, please [click here](#).

Please note: Use of The Enrollment Management Association's websites after account login will continue to be governed by the [Terms of Use](#) and [Privacy Policy](#).

3. In the “Get Started Applying to Independent Schools” box, add “MICDS.”

Working with a Community Based Organization (CBO)? [Add CBO Advisor](#) [Help & Advice](#)

Get Started Applying to Independent Schools

Search by Name to Add School

- 1

Search and Add Schools

Add schools and see when you can visit, get deadline and fee info before applying.
- 2

Complete your Profile & Pay Fee

Complete and send your profile to schools to show your intent.
- 3

Fill Out Forms & Send Requests

Fill out forms online and send requests for recommendations.
- 4

Track Your Progress

View and manage your application progress in one convenient dashboard.

- 4. Select your academic year of entry (likely Fall 2021)
- 5. Fill out more information about your application. Click "Add School to My Applications."

MICDS ✔ Accepts the Standard Application Online

Tell us more information about your application for MICDS.

Select your Academic Year of Entry:

Only school years that accept the SAO will be listed.

Fall 2021

Grade you are applying to:

Grade options based on information provided above.

Grade 9

Repeating a grade? No Yes

Select Your Student Status and Admission Preference

- Day
Application Fee: \$40
Standard Admission Deadline:
22 Jan 2021



101 North Warson Road
St. Louis, MO 63124
United States

Day School
Grades: PK-12
Coed School

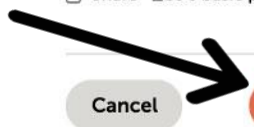
[Visit School Website >](#)

Get Important Updates and Information from MICDS:

See an example of information shared. By clicking the box below, you are authorizing The Enrollment Management Association (EMA) to share Theo Joy's basic profile information with MICDS. You are also authorizing both EMA and MICDS to send updates and important information to you that may include invitations to events, notifications of open houses, school specific application process information and other marketing communications via email and regular postal mail.

Note: Until you submit your application along with the application fee, MICDS will only be able to see the progress status of your application and will not have access to any information other than the limited profile information identified above.

Share Leo's basic profile information and receive updates and important information from MICDS



Cancel Add School to My Applications

MICDS will not receive any contact and personal identifiable information about Theo Joy. You will, however, still receive emails from The Enrollment Management Association with updates on school applications and SAO process. You will continue to receive emails and materials from schools if you have opted in to receive admissions materials from schools on account creation.

6. Complete your profile. When finished, click the “Apply to Schools” dropdown and “Apply to Schools” to get back to your profile page.

The SSAT

Student: Leo Joy Welcome, Crystal Joy • Manage Account • Log Off

SSAT Testing SSAT Practice SSAT Scores The Snapshot Apply to Schools Webinars My Profile

Working with a Community Based Organization (CBO)? Add CBO Advisor

Help & Advice

Please complete the profile to apply to schools. **INCOMPLETE**

Leo's Profile
 Information about you, your school, parents/guardians, and your interests, hobbies and achievements.
 Your profile needs to be at 100% to be able to pay a school's fee to submit your application.

0% **Edit Profile**

Leo's Applications Search by Name to Add School

Fall 2021 Tip: We recommend paying the fee early to show commitment to a school.

Working with a placement counselor or educational consultant? Add an Advisor

Submit 2 school specific forms, 6 shared forms, complete profile, and pay fee to compl... **INCOMPLETE**

MICDS
 Deadline: 22 Jan 2021
 \$40 Application Fee

0% **Pay Fee**

Show 2 School-Specific Items and More Details

Hide Tips

- 1 Search and Add Schools
- 2 Complete your Profile & Pay Fee
- 3 Fill Out Forms & Send Requests
- 4 Track Your Progress

The Standard Application Online

Watch a Video to Learn How the SAO Works

2021 Standard Application Forms

Expand a school to see which forms are required for that school.

COMPLETE PARENT AND STUDENT FORMS
 The same forms will go to ALL schools that require them. Do not personalize your responses for schools.

Student Essays **NOT STARTED** **Start**

Parent Statement **NOT STARTED** **Start**

REQUEST FORMS FROM OTHERS
 The same recommendations will go to ALL schools that require them.

Any Teacher Recommendation **NOT STARTED** **Request**

Official School Reports/ Transcript Form Release **NOT STARTED** **Sign Release**

7. Pay the MICDS application fee. You will still be able to edit your application after paying.

The SSAT logo is in the top left. The user is logged in as Leo Joy, with options to manage the account or log off. A navigation bar includes links for SSAT Testing, SSAT Practice, SSAT Scores, The Snapshot, Apply to Schools, Webinars, and My Profile. A banner asks if the user is working with a Community Based Organization (CBO). A green notification bar states the profile is complete. The profile progress bar is at 100%. The MICDS application is shown as incomplete, with a 'Pay Fee Now' button highlighted by a black arrow. A progress indicator shows 0% completion. A '2021 Standard Application Forms' section lists various forms like Student Essays, Parent Statement, Any Teacher Recommendation, and Official School Reports, all marked as 'NOT STARTED'.

Student: Leo Joy Welcome, Crystal Joy • Manage Account • Log Off

SSAT Testing SSAT Practice SSAT Scores The Snapshot Apply to Schools Webinars My Profile

Working with a Community Based Organization (CBO)? Add CBO Advisor

Profile is complete! You can now pay fee and apply to schools. COMPLETED

Leo's Profile 100% Edit Profile

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MICDS Deadline: 22 Jan 2021 \$40 Application Fee 0% Pay Fee Now

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Student Essays NOT STARTED Start

Parent Statement NOT STARTED Start

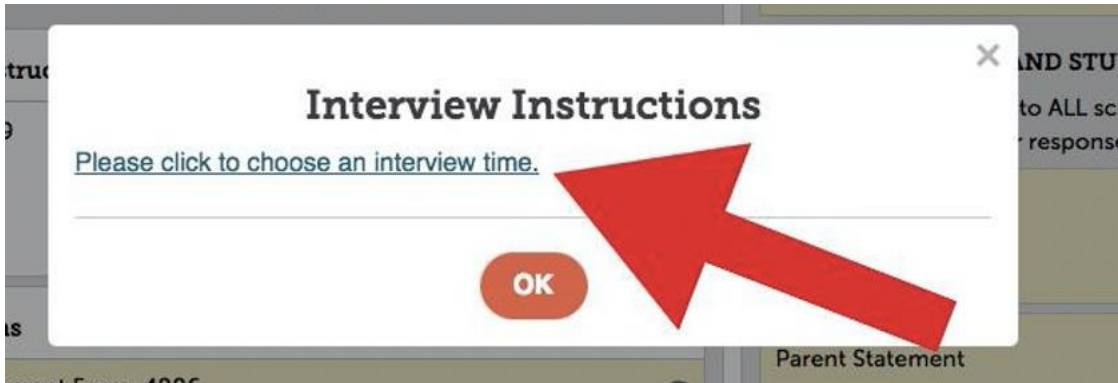
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Any Teacher Recommendation NOT STARTED Request

Official School Reports/ Transcript Form Release NOT STARTED Sign Release

8. Schedule your interview (if you haven't already). MICDS will reach out to you after you submit your application to help with interview scheduling if needed.



9. Complete application materials/parent and student forms (essays, parent statement, etc.), assign teacher recommendations and request transcripts.

The SSAT

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