Registration Step-by-Step Guide for Prospective Parents

Welcome Prospective Parent! We are so excited to learn that you are interested in bringing your family to Noble Leadership Academy. Below please find the precise steps for enrolling your child into Noble for the upcoming academic year.

You have two choices in your first step to applying to Noble Leadership Academy:

 If you've never been to Noble before, we recommend you schedule a tour with our Admissions Counselor by emailing <u>info@noblela.org</u> or calling 973-685-2550.
If you are ready to apply, you can submit your application to our Main Office at 1-30 Summit Avenue, Fair Lawn, NJ 07410 and start your application process.

How to Access the Noble Application

You can create your family's account here,

https://sycamore.school/login?schoolid=2310 to access the admissions portal. When you click this link, it will take you to the landing page. You can click the "Register" button at the bottom of the login box.



Click the Register button on the right side underneath the "I need a

new account" sign.

Register for an account
Complete the following information to begin the account registration process.
First Name
Last Name
Email
SUBMIT

RETURN TO LOGIN

Once you fill out this information, you will receive an email from Sycamore School directly with new login information for your family. It may take a few minutes for the login to appear in your email.



Once you receive your login information, the email will take you to the login page where you will input your username and password. After you login, look on the the left side of the Homepage and click the **Admissions** button.



Once you click on that button, the information on the right side of the screen will shift from the Homepage to Admissions information.



Scroll down to the bottom of that page and click the "ADD NEW STUDENT" button. From there you will fill out the information for your child/ren.

Please be advised of the following:

- 1. The system will not let you submit your application unless all required fields are completed.
- 2. The system will not let you submit your application unless you download all of the available documents.
- 3. For the Fundraising Obligation and Volunteer Obligation sections, you must choose one option and sign your name to it. The other option you must put N/A.
 - a. For example, if you choose to do the \$500 Fundraising Obligation, you must Electronically sign your name to that one and on the 30 Hour Volunteer Obligation you will type in N/A
 - b. Once you have submitted your application online, it is not complete until the application payment has been made to the office.

Your Next Steps

Preschool (Ages 3 and 4)

Please follow this three-step process to register your child for NLA's preschool program:

- 1. Schedule the family interview.
- 2. Complete the family interview.
- 3. Pay all required fees upon acceptance and submit the signed parent pledge contract for the academic year.

Elementary School (Kindergarten through Fifth Grade)

- 1. Schedule a date for student testing.
- 2. Student testing (testing results disclosed at the family interview). 3.
- Schedule the family interview.
- 4. Complete the family interview.
- 5. Pay all required fees upon acceptance and submit the signed parent pledge contract for the academic year.

Middle School and High School (6th-12th Grade)

- 1. Schedule a date for student testing.
- 2. Submit the recommendation packet from the child's current school. 3.

Student testing (testing results disclosed at the family interview).

- 4. Schedule the family and student interview.
- 5. Complete the family and student interview.
- 6. Pay all required fees upon acceptance and submit the signed parent pledge contract for the academic year.

If you have any questions, please do not hesitate to reach out and contact us at 973-685-2550 or <u>info@noblela.org</u>.

Jazzakullahu Khair, Noble Office