

## Online Application Directions (For NEW Students)

- Go to [www.briarwoodacademy.com](http://www.briarwoodacademy.com) and click on **Admissions**, then **Online Application**.
- Click the **Create an Account** link and fill out the required fields with your parent information.

### Admissions Online



Welcome to Briarwood Academy and thank you for your interest.

#### How to Apply

Applying is easy using our **Online Application**. We encourage families to apply online as it simplifies and provides parents a tool for tracking online the status of their admission after their application has been submitted.

#### Create an Online Application

To begin the Online Application process, click **Create an Account**. Then log in to your account and **Create a New Application** for your child. You will then have the flexibility to log in and out of your account and access your application at any time.

After submitting the application, you will be able to track online your admissions status at the school by logging in to your account.

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[Application](#)

#### Online Application - Create an Account

\*Required information

First Name \*

Last Name \*

Street Address \*

City \*

State \*

Zip \*

Phone \*

Username \*

Password \*

Confirm Password \*

By clicking to create an account, you agree to our Terms of Service.

I'm not a robot

[Create Account](#)

- You will receive a message to the email address you provided with a link to Verify.
- Login with the username and password you just created to finish verification and to begin application.
- Click Create a new Student Application button
- Fill out all required fields and click Submit
- Click the Start Application link

### Online Application

Welcome Shawn. You are currently logged in.

You have 1 student application created:

| Student                 | School Year Applied | Grade Level Applied | Application Status                | Admissions Progress Status |
|-------------------------|---------------------|---------------------|-----------------------------------|----------------------------|
| <a href="#">Johnson</a> | 2019-2020           | K4                  | <a href="#">Start Application</a> | <a href="#">Delete</a>     |

- Please complete the Online Application forms listed on the left, beginning with **Applicant Information**. Feedback will be provided throughout the process to help you complete the application packet. A yellow caution sign will appear in the menu next to forms that are missing required information. If a form contains all required information, a green check mark will appear next to the form's menu item.
- Click the **Save & Next** button at the bottom of the page for each section.

[< Save & Back](#) [Save](#) [Save & Next >](#)

- After you have completed the enrollment packet click **Complete Review and Submit Application** link.
- Submit Application & Make Payment screen will appear to pay a nonrefundable application fee of \$25.00 and submit application. Click the **Submit Application & Make Payment** button.
- Follow the directions on screen directions to make payment.

Make A Payment

1 Contact Information 2 Payment Method 3 Receipt

Contact Information

First Name  
Jenny

Last Name  
Johnson

E-mail Address 1  
shawjenny9@gmail.com

Charges

Online Enrollment Fee \$25.00

Total \$25.00 [Details](#)

[Cancel](#) [Next - Payment Method](#)

Make A Payment

1 Contact Information 2 Payment Method 3 Receipt

Credit / Debit Card Details

Payment Method Selection

The following processing fees apply:  
• Credit Card - up to 3.75%  
• Debit Card - up to 3.75%  
Card transactions for Briarwood Academy are processed by FACTS Management Company, USA.

All fields are required

Card Number

Account Holder Name

Expiration Date  
Month  Year

Billing Address  
Country

Address  
Street Address, PO Box, Company Name

Appt. Suite, Bldg. (optional)

Job Address Line

City  State/Province/Region

Zip / Postal Code

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