

Academies of Loudoun Application Process for Private School and Home-School Students

School Year 2020-2021

Important: Please review the admissions criteria for each of the programs before beginning the AET and/or AOS application process. Admissions criteria and the application timeline for Academies of Loudoun programs can be found at [Academies of Loudoun](#).

Academies of Loudoun Application Process

Instructions for completing the Academies of Loudoun application for *Private School and Home-school students who are residents of Loudoun County*.

Before starting the application please read and carefully follow the instructions below:

1. Private school and Home-school students who are residents of Loudoun County must pre-register at <https://register.lcps.org/>
2. Parents who do not have a current **ParentVUE** account will need to create one. Information about the Parent VUE account can be found at <https://www.lcps.org/Page/184590>
3. During the pre-registration process, **Special Considerations section**, parents will be asked if they are “parents of a non-LCPS student preparing to apply for the Academies of Loudoun.” **Check this box in order to complete the pre-registration process. Please make sure that you select the 2019-2020 school year and your student’s current grade level during the pre-registration process.**
4. **IMPORTANT:** When the pre-registration process is complete, notify the Academies of Loudoun at AcademiesAdmissions@lcps.org so an LCPS Student ID can be assigned to the student applicant. You will receive an email with the LCPS Student ID and additional instructions about the application process. **Do not begin the registration process with the high school zoned for your home/primary address.**
5. **Once you have an LCPS Student ID, go to the Academies of Loudoun Admissions portal to complete the application.**
<https://webinter.lcps.org/AcademiesOfLoudounAdmissionPortal>
6. Students who have **previously attended a Loudoun County Public School should not request a new student ID.** They should request that the previous ID number be reactivated by **sending an email request to AcademiesAdmissions@lcps.org**
7. **Application Documentation Packet** - Private and Home-school students must also submit the following items, **in one packet**, to:
Academies of Loudoun Admissions Office
42075 Loudoun Academy Drive
Leesburg, VA 20175
Deadline: 12:00 pm (noon) on October 18, 2019
 - a. Student Transcript-Official copy from school registrar in a sealed envelope
 - b. Final Report Card for SY 2018-19; Official copy from school registrar in a sealed envelope
 - c. No other documents or information will be accepted.
 - d. Finalists will also be required to submit a semester 1 report card for the 2019-20 school year.