

Academies of Loudoun, Advanced AET and MATA

Application Process for Private School and Home-School Students

School Year - 2018-2019

Important: Please review the admissions criteria for each of the programs before beginning the Advanced AET and/or MATA 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 17-18 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 AOLadmissions@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.
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 AOLadmissions@lcps.org**
7. **Application Documentation Packet** - Private and Home-school students must also submit additional items (students will be sent specific information about additional documentation by email) **in one packet**, to:

Odette Scovel at LCPS Science Office

21000 Education Court

Ashburn, VA 20148

Deadline: 12:00 pm (noon) March 8, 2018

8. Questions about the Academies of Loudoun application process should be sent to AOLadmissions@lcps.org