



ADMISSION CHECK-OFF LIST

Please use this checklist to ensure the following items are included in your admissions packet.

	<ul style="list-style-type: none"> • A completed Application
	<ul style="list-style-type: none"> • A completed Teacher Evaluation Form that is mailed/faxed to us by your child's current teacher
	<ul style="list-style-type: none"> • Report Cards for the past two years, if applicable
	<ul style="list-style-type: none"> • Standardized Test Scores for the past two years, if applicable
	<ul style="list-style-type: none"> • Original State Certificate of Birth (not hospital copy)
	<ul style="list-style-type: none"> • Original Certificates of any Sacraments received, if applicable (Baptism, First Eucharist, Reconciliation)
	<ul style="list-style-type: none"> • Immunization Records (completed and verified by doctor's office)
	<ul style="list-style-type: none"> • A recent family photo
	<ul style="list-style-type: none"> • \$100 non-refundable Application Fee

Please submit original documents to be copied by the office staff.

The following are NOT acceptable: Scans, photo screen shots, or email attachments. We will make copies of original documents here at the school office for your convenience.

NO APPLICATION WILL BE PROCESSED UNTIL ALL THE DOCUMENTS ARE PRESENTED.