**St. Theresa Catholic School**

* 1. **New Student Procedures** **Early Childhood**

. **Submit Application.**

The following documents must be included t be considered for the first round of admissions.

**Due by January 8, 2015**

 Form **A** Application for Admission

 Form **B** New Student Procedure form (signed and dated)

 Form **C**  Authorization to Release Records

* + Application fee of $150.00 per student ($75 non refundable)
	+ Copy of original birth certificate (A child applying to PK3 must be three years old by September 1st of the applied year. A child applying to PK4 must be four years old by September 1st of the applied year.)
	+ Records from day care or other Early Childhood Program
	+ Teacher Recommendation Form (sent directly from teacher)
	+ Test results from any educational or psychological testing

**Due by February 6,2015**

* + Enrollment Deposit
	+ Tuition Agreement

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED. TRANSFER STUDENTS WILL NOT BE ADMITTED UNTIL TRANSCRIPTS AND RECOMMENDATIONS ARE RECEIVED FROM CURRENT SCHOOL.**

2. **Early Childhood Round Up Interview**

Students in Pre-K 3, Pre-K 4 and Kindergarten will be asked to attend an Early Childhood Round-up, on Saturday, January 10, please contact our admissions office to schedule your child’s assessment. Round-ups will include formal and informal assessments of various early childhood skills such as: fine and gross motor, number and letter awareness, and social and self-help skills.

3. **Student/Parent Interview**

A member of our Admissions Team will conduct an informal interview with prospective parents.

4. **Parents will be notified with the admission decision** **by February 6**. **All new students will be on a probationary period of 9 weeks**. The $500 enrollment deposit will be due on February 6 . This deposit will hold your child’s place in the classroom and be applied towards tuition. This fee is non refundable.

By signing below, I agree to comply with all the conditions outlined above and will provide all information necessary to complete my child’s application.

Student’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Grade:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_