



## ADMISSION POLICY

Saint Leo the Great Catholic School admits students of any race, sex, color, national or ethnic origin and does not discriminate on these bases.

Subject to the conditions and considerations set forth herein, a student will be accepted after pre-admission testing provided there is room in the class and the child has no academic, emotional, or disciplinary problem that would hinder his/her education at Saint Leo the Great Catholic School.

A Kindergarten student must be five years of age on or about September 1 of the school year.

A First Grade student must be six years of age on or about September 1 of the school year.

A child who has transferred from Saint Leo the Great Catholic School will not be considered for re-admission for a period of one full year, except for circumstances determined by the Principal.

Students transferring from another school to Saint Leo the Great Catholic School will be accepted on a probationary basis for a period of one full year.

In any year where admission to Saint Leo the Great Catholic School must be limited due to capacity concerns for any level or class, the following categories of admission priority will guide the order of acceptance of students to Saint Leo the Great Catholic School for the implicated level or class:

1. Siblings of currently enrolled students of families who are “active members” of Saint Leo the Great Parish (“active members” means that family is participating in Sacramental Life of the Church, attendance at Sunday Mass and Holy Days of Obligation and, where possible, financial support of Parish).
2. Children of families who are “active members” of Saint Leo the Great Parish.
3. Siblings of currently enrolled students of families who are “active members” of Saint Philip and Mary, Mother of the Church Parishes.
4. Siblings of currently enrolled students of families who are “active members” of all other Catholic Parishes.
5. Children of families who are “Active members” of Saint Philip and Mary, Mother of the Church Parishes.
6. Children of families who have recently moved into Saint Leo the Great, Saint Philip or Mary, Mother of the Church parishes.
7. Siblings of currently enrolled students of non-active Catholic families or non-Catholic families.
8. Children of families who are “Active members” of other Catholic Parishes.
9. Children of non-active Catholic families or non-Catholic families.

Should the number of prospective students in any one category of admission priority exceed the number of available openings in a level or class, the order of acceptance within that category of admission priority will be guided by “first in time” receipt of a prospective student’s completed Application for Admission form with all related items identified in the Registration Policy for Saint Leo the Great Catholic School. Successive “first in time” determinations are made until all available openings are filled.



## **REGISTRATION POLICY**

The following must be presented along with a completed new student application at the time of registration:

1. Completed parish verification form.
2. A copy of the prospective student's baptismal certificate.
3. A copy of the prospective student's birth certificate.
4. A copy of the prospective student's immunization records.
5. In the case of an anticipated transfer, academic records from previous school(s).
6. Payment of a non-refundable \$50.00 new student fee.

All health and academic records will be requested once the student is accepted.