

CHECK LIST - APPLICATION PROCEDURES

- ___ 1. Read the General Admission Policy. Keep copy for reference.
- ___ 2. Fill out application forms. An application fee of \$100.00, made payable to St. Gabriel School is required upon return of the application. This fee is non-refundable and does not apply toward tuition.
- ___ 3. Fill in "Statement of Intent" (included in application packet)
- ___ 4. Sign Parent Permission Statement (included in application packet)
- ___ 5. Copy of **Birth Certificate** must be included with application.
- ___ 6. Copy of **Baptismal Certificate** must be included with application (for Catholics only)
- ___ 7. **Kindergarten Applicants:** Must also fill out "Social/Developmental History Form"
- ___ 8. **Grades 1-7:** Evidence of the child's academic ability, (i.e. report card, school records, etc.) should be submitted with application. Social behavior will also be considered.
- ___ 9. Make an appointment for your child's screening. The scheduled time must be kept. The way appointments are set does not give us the flexibility for change.
- ___ 10. Confirmation of acceptance will be mailed to you by the first week in April.
- ___ 11. Students not initially accepted due to a maximum class number will be placed on a waiting list.
- ___ 12. **Grades 1-7:** Make an appointment for student's classroom visit.

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