



New Family Application Checklist 2010-2011

- Attend an **Information Meeting and Tour**.
- Review all application materials thoroughly.
- Complete both sides of the **Application Form**.
- Include a copy of the most recent **standardized test scores** (ITBS, WASL, etc.) for each applicant entering Grade 3 or above.
- Include a copy of each applicant's most recent **report card** for each applicant entering Grade 1 or above.
- Include a copy of each applicant's birth certificate; include a baptismal certificate, if applicable.
- Review the **Registration Contract**; sign and date the back.
- Review and complete the **Fundraising Agreement**; sign and date.
- Attach one check for **\$300 per student**. Fees include:

Registration Fee, per student, (new and returning) \$100

Application Fee, (new students only), per student \$30

Remaining monies will be applied to your tuition balance. (\$170 per new student)

- Complete the **Parent Questionnaire**. Please complete one questionnaire for each child applying.
- Submit the completed Application Form, standardized test scores, copies of report cards, Registration Contract with check, Fundraising Agreement, and Parent Questionnaire to St. Joseph School in the enclosed return envelope.
- Take a **Student Recommendation** form and return address envelope for each applicant's current teacher. Please ask this year's teacher to complete the form and return it by mail to St. Joseph School. (If you have more than one child applying, please request additional forms.) A Student Recommendation form must be received for each student applying for Grade 1 or above for the application to be complete.
- Sign up for an assessment appointment. After you have turned in all required paperwork and deposit monies, you will be contacted to set up a student assessment appointment.
- Contact Jackie Olund in the St. Joseph School, Issaquah office at 425-313-9129 ext 324 or jolund@sjsissaquah.org if you have any questions about the application materials or the admission process.