

ST. JOSEPH'S REGIONAL CATHOLIC SCHOOL APPLICATION CHECKLIST



GRADES KINDERGARTEN - EIGHTH

Thank you for your interest in St. Joseph's Regional Catholic School!

As you explore opportunities for your child this year, consider our St. Joseph's family.
Spaces are very limited, so please apply today.

Priority is given to registered Saint Joseph's Regional Catholic School parish families and siblings of students already enrolled in the school.

THE 5 STEPS IN THE APPLICATION PROCESS

STEP ONE: Complete the application form in TADS.

- For families interested in pre-kindergarten, prospective students must be 4 by September 1 to be eligible to enroll.
- For families interested in kindergarten, prospective students must be 5 by September 1 to be eligible to enroll.
- All students and their families are required to apply through TADS by clicking the link on our website: (<http://mytads.com/a/stjosephsregionalcatholicsschool>) and submitting the non-refundable \$150 application fee per family.

STEP TWO: Complete the entrance assessment and shadow day

- Grades K- 8: Provide a copy of all report cards, standardized assessments, and IEP/CAP plans, where applicable.
- A school official will contact prospective families to set up an appointment for new student testing in math and reading via email.

STEP THREE: Decision

- Parents of prospective students will be notified via email and/or receive a courtesy phone call regarding the application status of the student. **Please note that decisions for the 2020 - 2021 school year will be made within three business days of the new student assessment.**

STEP FOUR: Submit Paperwork and enroll before June 1

- 1. Complete the enrollment process by clicking on the link in the acceptance email or by selecting the "Enrollment" tab in TADS.
- 2. Submit your completed parish verification form (and Catholic families: Parish covenant) ASAP
- 3. Submit the following forms to the office before **June 1**:
 - Original copy of a birth certificate
 - Parish Verification Form (All Families)
 - Current immunization record & Archdiocese of Washington Immunization Policy Acknowledgement
 - Baptismal certificate (for Catholics only)
 - Parish Covenant Form (for Catholics only)
 - Emergency form (for students enrolled in Pre-K only)
 - Proof of custody (where applicable)
 - Medical forms (where applicable)
- 4. **In TADS - Accept your tuition agreement, select your payment dates, and make the first required fee payment.**

STEP FIVE: Prepare for the first day of school

- Your child must complete their summer assignment. This information will be posted online under the "Parents and Students" tab by June 1.
- Purchase school supplies from the supply list. This information will be posted online under the "Parents and Students" tab by June 1.
- Obtain school uniforms from Risse Brothers and/or gently used uniforms from our Uniform Exchange housed at the school.
- Subscribe to text message reminders from the school by texting "@17stjos" to 81010.
- Like our Facebook page and follow us on Twitter to stay abreast of updates.
- Complete the Archdiocese of Washington's Virtus training to volunteer at school events. Please visit the "Parents" tab on our website for additional information or contact schooloffice@stjosrcs.org if you have additional questions.
- Have a relaxed and blessed summer. We are excited to see you on the first day of school!