

Admission Process for New Students 2019 – 2020 Academic School Year

We are glad you are interested in having your child attend Saint Patrick School. The following is a guide for our admission process. If you have questions or concerns anytime during this process, please call the School Office at 408-283-5858.

- **Complete an online application.** Go to the “Admission” page of the school website. There is a link to the on-line TADS “Admissions and Enrollment” section. Please complete the application. There will be a \$50.00 application fee (non-refundable) required for each child applying to Saint Patrick.
- Once you complete the application we ask that you **bring** the following **documents to the school office:** child’s birth certificate, baptismal certificate, First Communion certificate (if applicable), copy of latest report cards (Kindergarten – 8th Grade) and wallet size photo of student.
- Potential students currently in Kindergarten through Seventh Grade will be asked to **“shadow” for a day** in their current grade classroom. They will also be given a STAR Reading and STAR Math assessment. Arrangements for “shadowing days” are made through the School Office.
- Future Transitional Kindergarteners and Kindergarteners will be given a **“readiness assessment”** starting in February 2019.
- **Letters of acceptance** or non-acceptance will be sent once all the necessary documents, assessments and shadowing (if necessary) are completed.
- ALL Saint Patrick School families regardless if financial assistance is required, must complete the **Financial Aid Assessment Form** in their TADS account. All the required documentation needs to be turned in before enrollment.
- **If you will require financial assistance**, the following must be completed: 1) 2019 FACTS Financial Aid Form. It is available on the school website. This form must be submitted online and is due to FACTS on February 14, 2019. Be sure to include required documentation. This is used by the Diocese of San Jose to award financial assistance. There will be a processing fee for this form. 2) BASIC Fund Financial Aid Form It is available on school website or in in school office. You also may find it at: www.basicfund.org (BASIC Fund available to NEW students.) This form is due on March 15, 2019 in the School Office for first priority consideration.
- Once a student is accepted, and you have completed all the financial aid requirements, **complete the online enrollment process** under your TADS account. The section to be completed is “Admissions and Enrollment”. There is a \$100.00 per family non-refundable deposit due at the time of enrollment.