



Saint Patrick School of the Terre Haute Deanery

Admissions Policy

Policy Adoption

In order to ensure an orderly and equitable admission for children to St. Patrick School of the Terre Haute Deanery, this policy and the procedures within are adopted to oversee the admissions of students.

Policy Review and Amendment

In accordance with the by-laws of the School Commission, the Admissions Policy, hereinafter The Policy, is reviewed annually. Amendments to The Policy are submitted to the Pastor of St. Patrick Catholic Church for ratification or rejection. Ratified amendments will immediately go into effect as reflected by minutes of the School Commission.

Primary Mission – Catholic Education

The primary mission of St. Patrick School of the Terre Haute Deanery (“School”) is to provide a Catholic education to the children in the Deanery in accordance with the mission statement of the school, archdiocesan policies, curriculum, and guidelines. The School respects the personal conscience of individual students and their families. The Catholic Church recognizes this freedom. However, as a Catholic school, St. Patrick School of the Terre Haute Deanery cannot relinquish our freedom to proclaim the Gospel and to offer a formation based on the teaching of the Catholic faith and the values to be found in Christian education. Therefore, all students are expected to participate in the religious instruction and Catholic formation including liturgies except those that are intended only for Catholics (e.g., receiving of the sacraments).

Accommodation of Students with Special Needs

The School strives to accommodate students with physical, emotional, social, or learning challenges. However, families must fully disclose the nature and known extent of such challenges at the time of registration. The school has limited resources to meet certain challenges and may recommend educational alternatives that would better serve the needs of some students.

General Application Submission

Current and new families **must submit an application each year** with a non-refundable application fee. Tuition and enrollment will adhere to the Tuition Policy & Enrollment Process Document found on our website or available in the enrollment packet at the school office.

New student applications must also be accompanied with:

- Immunization records
- Sacramental records (if Catholic)
- A copy of the most recent report cards & discipline records from prior school (if applicable)

Returning Students Applicants

1. All current tuition and fees are current.
2. Student remains in good standing in all aspects of adhering to school rules and policies.

Preschool and Kindergarten Applicants

1. All students registering for preschool must turn 3 or 4 years of age by August 1 of the school year for which they are registering.
2. All students registering for kindergarten must be 5 years of age by October 1 of the school year for which they are registering.

Transfer Student Applicants

Students wishing to transfer from another school **will be considered for admissions once the following steps are complete:**

1. Registration application form is completed.
2. Previous educational records have been supplied to the school (if applicable):
 - a. Current transcript or report cards
 - b. Most recent standardized test results
 - c. Individualized Education Plan, Service Plan, Section 504 Plan or CSEP (if applicable)
 - d. Current immunization records
3. If appropriate records are not available or if there are other educational concerns, the principal may require entrance testing of the child and direct consultation with the previous school to determine appropriate educational placement before admission is granted.
4. A conference with the principal, assistant principal, parents, and the student has been held.

Catholic schools support the disciplinary decisions of other schools. Therefore, a student expelled from another private or public school may not be considered for enrollment until one year after the expulsion date and then only at the discretion of the principal, in consultation with the pastor. If the principal determines, through the above procedures, that the family and student have philosophies, educational goals, and levels of preparation that are compatible with the religious mission and educational programs offered by the school, and that the student is likely to be successful in the Catholic educational setting, and an opening exists, the student may be admitted either on a probationary basis or without restrictions.

Prioritization of placement of applicants for transfer will occur in the same order and under the same criteria as defined in St. Patrick School of the Terre Haute Deanery's Tuition Policy.

1. Current students
2. Siblings of current students
3. Catholic students of the Terre Haute Deanery
4. Non-Catholic students

Financial Responsibility

All School families must assume responsibility for paying the agreed upon tuition charges in full and on time as prescribed in the admission agreement arranged with the school. The School has established a two-tiered tuition rate. The parishes of the Terre Haute Deanery each subsidize the school. In return, our Catholic families are asked to support their parish and faith community through attending Mass regularly and giving of their time, talents, and treasure. Those families who are active members of one of the Deanery parishes and support their parish through regular Mass attendance, offering of time and talents, and financial support receive the Catholic tuition rate. Families with verification of active status will be deemed eligible for the Catholic tuition rate. Families of students who are not of the Catholic faith will be assessed the non-Catholic tuition rate. This is an increased rate since these families do not contribute to the parish funds which provide each parish's subsidy amount.

Financial Assistance

St. Patrick School of the Terre Haute Deanery is an accredited non-public school in accordance with the Indiana Department of Education. The School currently participates in the Choice Scholarship Program and the State Tax Credit Program. Financial assistance is provided through these scholarships to those who meet the financial qualifications set by the state of Indiana.

St. Patrick School Scholarship Fund is another source of financial assistance available through the generous donations of others. Scholarships from this fund are again awarded to those in financial need. This is subject to change as the Indiana State legislature changes.

Parental Involvement

Parents must give evidence of sincere interest in their child's education by their willingness to participate, whenever possible, in school activities. Parent involvement has always been a hallmark of our school, and we firmly believe that our school is not complete without this component.

Agreement to Abide by School Rules

Upon admission, all parents and students agree to abide by the policies and rules of the school as specified in the Parent/Student Handbook.

Non-Discrimination

The School Commission, administration, and pastor establish policies for admission of the Catholic and non-Catholic students in alignment with the archdiocesan policies. Catholic Schools administered under the authority of the Archdiocese of Indianapolis comply with those constitutional and statutory provisions as may be specifically applicable to the schools which prohibit discrimination on the basis of race, color, sex, age, disability, or national origin in the administration of their educational, personnel, admissions, financial aid, athletic and other school administered programs. This policy does not conflict with the priority given to Catholics for admission as students. This policy also does not preclude the ability of the school to undertake and /or enforce appropriate actions with respect to students who publicly advocate any practices or doctrines that are inconsistent with the religious tenets of the Catholic faith. Upon admission, all parents and students agree in writing to abide by the policies and rules of the school as specified in the Parent / Student Handbook. Catholic schools have not been, nor shall they become, havens for those wishing to avoid social problems confronting them in the public sector.

(Revised and Approved: 05/2024)