



APPLICATION CHECKLIST (Page 1 of 2)

Thank you for your interest in Saint Thomas the Apostle! After reviewing the admissions forms you may have questions about our school and process. If so, please contact me at admissions@staphx.org and I will be happy to answer your questions.

In Christ,
Stephanie Heller, Admissions Director

APPLICANTS FOR PRESCHOOL, KINDERGARTEN, AND FIRST GRADES

Required Materials

- Download, print and complete application in ink. Applications are accepted beginning **November 2, 2015.**
- Mail Application and required documents with the \$100.00 application fee to **Saint Thomas the Apostle, ATTN: Admissions** at **4510 N. 24th Street Phoenix, AZ 85016.** You may also hand-deliver your application to the school office beginning **November 2, after 8:30am.**
- Submit Confidential Teacher Evaluation forms to your child's current classroom teachers.

Assessments

- Assessments for Kindergarten through 1st grade applicants is a part of the admissions process.
- Assessments are by appointment only.
- Applicants for our Pre-K program are required to attend a "Play Date" observation session. These sessions are approximately 30 minutes in length. This observation is scheduled when a complete application for admission is on file.

"Play Date" Assessment Dates:

- **January 15, 2016**
- **February 19, 2016**
- **March 11, 2016**
- Applicants for Kindergarten and 1st Grade will participate in a Gesell Developmental Observation. This observation is scheduled when a complete application for admission is on file.

Assessment Dates:

- **January 8, 2016**
- **February 20, 2016**

NEXT PAGE: OTHER DOCUMENT REQUIREMENTS

APPLICATION FOR ADMISSION: Preschool, Kindergarten, 1st Grade

APPLICATION CHECKLIST (Page 2 of 2)

OTHER DOCUMENT REQUIREMENTS

All families with students applying for admission to STA must submit copies of the following forms in order for your application to be considered. Photocopying is the applicant's responsibility.

- Application Checklist** (this form)
- \$100 non-refundable Application Fee** per student, cash or checks made out to "Saint Thomas the Apostle" (covers testing and administrative costs)
- Birth Certificate** (certified)
- Recent photo** (3x4)
- Vaccine Immunization Record** (State law requires that immunizations be current for students to attend the first day of school)
- A signed **Records Release Form**
- Any **psychological-education testing reports, IEP or 504 service plan** for the applicant
- Sacrament Certificates**, if applicable, copies are accepted (Baptismal, First Eucharist, Confirmation)
- Current and last year's **report cards**
- Most recent **standardized test scores**
- Any court-ordered **custody or visitation documents**

TESTING AND INTERVIEW ACKNOWLEDGEMENT

- I am aware that all new applicants for grades Kindergarten-8 will be assessed or tested before acceptance.
- I understand that receiving an in-parish tuition rate is based on our being active and participating members of Saint Thomas the Apostle Catholic Church.
- I am aware that students applying for Pre-K will be required to attend a "Play-Date" observation session on January 15, February 19 or March 11, 2016.
- I agree that my child is/will be fully toilet trained and is/will be able to use the toilet facilities on the first day of class.

Parent/Guardian Signature

Date



PART ONE: STUDENT PROFILE (Page 1 of 4)

For this application to be considered, all fields must be complete unless otherwise indicated.

Application for admission to grade _____ for the school year _____

STUDENT INFORMATION (PRIMARY HOUSEHOLD)

Student Name (First / Middle / Last)

Preferred Name

Date of Birth

Gender

Street Address

City

State

Zip

Current School

Current Grade

Dates Attended

School Address

School Telephone

School Fax

PREVIOUS SCHOOLS ATTENDED

School Name

City

State

Dates Attended

School Name

City

State

Dates Attended

School Name

City

State

Dates Attended

Please indicate when enrollment would begin:

Now

Beginning of School Year

NEXT PAGE: RELIGION & ETHNICITY

APPLICATION FOR ADMISSION: Preschool, Kindergarten, 1st Grade

PART ONE: STUDENT PROFILE (Page 2 of 4)

RELIGION

Are you registered with a Parish? Yes No

If registered, please indicate your Parish.

Mom's Religion

Dad's Religion

Child's Religion

Baptism Date

Baptism Parish

First Eucharist Date

First Eucharist Parish

Confirmation Date

Confirmation Parish

RACE / ETHNICITY

How would you describe the applicant's race and ethnicity? (Check all that apply)

- American Indian or Alaska Native Asian Black or African American
- Hispanic or Latino Native Hawaiian or Other Pacific Islander White
- Other (Please specify) _____

NEXT PAGE: FAMILY INFORMATION

APPLICATION FOR ADMISSION: Preschool, Kindergarten, 1st Grade

PART ONE: FAMILY INFORMATION (Page 3 of 4)

CHILD LIVES WITH

- Parents are married and child lives at home with both parents
- Parents are separated/divorced and there is a shared custody arrangement
(include most recent court order regarding custody)
- Mother Only
- Father Only
- Legal Guardian
(include most recent court order regarding custody)
- Other _____

FATHER INFORMATION

Full Name (Title / First / Middle / Last)

Home Address (Street)

City

State

Zip

Home Telephone

Cell Phone

Email

Occupation

Employer

Business Phone Number

MOTHER INFORMATION

Full Name (Title / First / Middle / Last)

Home Address (Street)

City

State

Zip

Home Telephone

Cell Phone

Email

Occupation

Employer

Business Phone Number

NEXT PAGE: FAMILY INFORMATION CONTINUED

Admissions Office—Saint Thomas the Apostle School

4510 N 24th Street Phoenix, AZ 85016

Tel: 602-954-9088 Email: admissions@staphx.org Web: www.staphxschool.org

APPLICATION FOR ADMISSION: Preschool, Kindergarten, 1st Grade

PART ONE: FAMILY INFORMATION (Page 4 of 4)

STEP-MOTHER INFORMATION (IF APPLICABLE)

Full Name (Title / First / Middle / Last)

Occupation

Employer

Business Phone Number

Cell Phone

STEP-FATHER INFORMATION (IF APPLICABLE)

Full Name (Title / First / Middle / Last)

Occupation

Employer

Business Phone Number

Cell Phone

PLEASE LIST THE APPLICANT'S SIBLINGS

Name	Date of Birth	Grade	School Now Attending
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_____	_____	_____	_____
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_____	_____	_____	_____
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PERSONS FINANCIALLY RESPONSIBLE

Mother Father Both

Other _____

Parent / Guardian Signature

Date

Parent / Guardian Signature

Date

APPLICATION FOR ADMISSION: Preschool, Kindergarten, 1st Grade

PART TWO: SCHOOL EXPERIENCE (Page 1 of 3)

Please complete this form in ink. If additional space is needed to complete your answers, please attach additional sheets to this form and check the box below.

Yes, I have attached additional sheet(s) to complete my answers. # of additional sheets attached: _____

Student's Name:

Grade Applying For:

1. Has school/preschool been a positive learning experience for your child? Please explain.

2. How is your child developing a positive self-image? Please explain.

3. What are your child's academic strengths? (e.g. science, math, reading)

NEXT PAGE: SCHOOL EXPERIENCE CONTINUED

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PART TWO: SCHOOL EXPERIENCE (Page 2 of 3)

4. What limitations must your child overcome, such as mood, temper, lack of coordination, etc.?

5. What are your child's special interests or talents? (e.g. music, dance, art)

6. Has your child undergone any personal evaluative testing in or out of school? If yes, please describe the purpose, nature and results.

7. How do you promote Catholic values in your home?

NEXT PAGE: SCHOOL EXPERIENCE CONTINUED

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PART TWO: SCHOOL EXPERIENCE (Page 3 of 3)

9. Please write a paragraph describing your child. Why is he or she a special person?

10. Please use this space to share any additional information about your child that you feel we should know about. Please include any health concerns.

11. How did you learn about Saint Thomas?

Please attach a recent photo of your child in the box shown.



PART THREE: RELEASE OF RECORDS (Page 1 of 1)

To Parent/Guardian:

To complete your child's application, please sign the transcript release form below and submit to Saint Thomas the Apostle.

Name of Applicant

I hereby authorize that my child's school transcript and records be released to the Admissions Office of Saint Thomas the Apostle School. I further authorize personnel to speak to Saint Thomas the Apostle School about my child.

Signature of Parent or Guardian

To the Registrar:

The student named above is applying for admission to Saint Thomas the Apostle School. Upon receipt of this form, please mail or fax to Saint Thomas the Apostle a copy of the following information:

- Report cards for this year and the previous year
- Standardized test this year and the previous year
- Special Education Records: individualized evaluations or any other records pertaining to evaluation and placement of the student.
- Key to your grading system

We thank you for your cooperation in this matter.

Saint Thomas the Apostle School
4510 N 24th Street
Phoenix, AZ 85016
Attention: Admissions
Phone: 602-954-9088
Fax: 602-381-3256



TEACHER EVALUATION FORM (Page 1 of 2)

This form is to be completed by the applicant's current teacher.

Applicant for Grade Three's Pre-Kindergarten Kindergarten First Grade

Name of Applicant _____

PARENT / GUARDIAN CONSENT TO RELEASE INFORMATION:

To allow a candid assessment, I waive my right to examine this evaluation.

Parent / Guardian Signature _____ Date _____

TEACHERS: The information you provide is CONFIDENTIAL. It is intended for Admissions use only and will not be a part of the applicant's permanent record. **Please mail the completed form directly to Saint Thomas the Apostle's Admissions Office.** The address can be found at the bottom of this page. Thank you.

	RARELY	SOMETIMES	OFTEN	NEARLY ALWAYS
SOCIAL / EMOTIONAL BEHAVIOR				
Works and plays cooperatively	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Respects others / good manners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accepts responsibility	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Exhibits self-control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relates well to adults	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relates well to peers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shows confidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WORK HABITS AND ATTITUDE				
Shows initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persists / Completes tasks independently	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Focuses / maintains attention over time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Follows directions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cares for materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shows interest in classroom activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ACADEMIC SKILLS				
Articulates appropriately for age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Uses an adequate vocabulary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Learns new skills / concepts readily	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communicates ideas clearly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recalls specific story details	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recognizes differences in size, shape and quantity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recognizes letters / sound relationships	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Understands and uses number vocabulary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Counts objects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

APPLICATION FOR ADMISSION: Preschool, Kindergarten, 1st Grade

TEACHER EVALUATION FORM (Page 2 of 2)

	LESS DEVELOPED	AGE-APPROPRIATE	MORE DEVELOPED
PHYSICAL DEVELOPMENT			
Fine Motor Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gross Motor Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is the child able to use the restroom independently? Yes No
Comments:

1. Please describe the applicant's greatest strengths and/or talents.

2. Please describe activities that appear difficult for this applicant or special areas that may need to be addressed.

3. Please share any behavioral and/or disciplinary concerns.

4. Please share your professional opinion regarding the applicant's likelihood of being successful in a structured, full-day program.

How would you describe the involvement of the parents? Fair Good Outstanding Do Not Know
How would you describe the cooperation of the parents? Fair Good Outstanding Do Not Know

How long have you known the applicant?: _____

Please check here if you would like to discuss this applicant by phone.

Best time to call: _____ AM _____ PM Telephone: _____

Name of Teacher (printed)

Signature

Name of School

Class / Grade Level

Date