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IMMACULATE CONCEPTION SCHOOL

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100 Sherman Street • Dennison, Ohio 44621 • (740) 922-3539

### **Immaculate Conception School Application**

Thank you for your interest in Immaculate Conception School. Our mission is to continue the tradition of providing a challenging academic program integrated with Catholic teaching, empowering students to nurture their God-given abilities to follow Jesus' example of prayer, faith, service, and love.

Please complete all sections of this application form. The form can be returned to the school in-person, by email or regular mail.

This application is for NEW families only. If you already have children enrolled at Immaculate Conception, please log-in to your Digital Academy account and complete the re-enrollment registration form. Families currently enrolled can add new students on the re-enrollment/registration form.

We will review your application and contact all new families to complete the application process. When your child is accepted, you will be asked to pay a \$50 registration fee, and provide a copy of your child's birth certificate and Baptismal Certificate (if Catholic). All families accepted for enrollment will also receive additional forms required to complete the registration process. Once accepted, families must also establish an account with FACTS for the payment of tuition.

Please contact the school office at 740-922-3539 with any questions. We look forward to assisting you with the admissions process!

# Immaculate Conception School

## Application for Enrollment

### Priorities for Admission

The pre-school and pre-kindergarten classes are limited to 23 students in each class. Current families are provided the first opportunity to apply for admission. In grades K-6, class size is limited to 26 students. When more than 26 students register for a class, students will be accepted for enrollment on the basis of the following priorities:

- Registered and supporting parishioners with siblings presently enrolled in Immaculate Conception
- Registered and supporting parishioners of Immaculate Conception, Sacred Heart, St. Joseph, or Church of the Holy Trinity Parishes
- Catholic non-parishioners with siblings presently enrolled in the school
- Non-Catholics with siblings presently enrolled in the school
- Catholics of churches with no parish school
- Non-Catholics

Admission to ICS may be denied for behavioral or other discipline problems, or due to the presence of educational needs outside the scope of the school's ability or resources to effectively educate the student.

### New Students entering Pre-School through Grade Six:

1. Complete the Application Form.
2. Sign the enrollment agreement attached to this application acknowledging that you will fulfill all financial obligations and support the policies of the school
3. Pay the \$50 registration fee. The registration fee is per family. Please note that all registration fees are non-refundable.
4. Provide a copy of your child's birth certificate and Baptismal Certificate (if Catholic).
5. Establish a FACTS account for payment of tuition.

The application is not considered complete until all steps are completed.

Immaculate Conception School recruits and admits students of any race, color, or ethnic origin to all its rights, privileges, programs, and activities. In addition, the school will not discriminate on the basis of race, color, or ethnic origin in the administration of its educational programs and extra-curricular activities. The school is open to students of families who sincerely seek the religious nature of our program and support our mission and beliefs. While at ICS students must be willing and able to function effectively within the programs and services available.

No child is eligible to be admitted to the Kindergarten class unless he/she is at least 5 years of age on or before September 30<sup>th</sup>. Requests for early admission are dealt with in compliance with diocesan policy. All health records and immunizations must be current as stated by Ohio Revised Code.

## Immaculate Conception School Application Form

100 Sherman St.  
Phone: (740) 922-3539

Dennison, Ohio 44621  
Fax: (740) 922-2486

Student Name: \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_

Birthdate: \_\_\_\_\_

Student is enrolling in grade \_\_\_\_\_

Note: The Pre-School class is for 3-year-old students and meets each Tuesday and Thursday from 8:00 to 2:00 pm.  
The Pre-Kindergarten class is for 4-year-old students and meets each Monday, Wednesday, and Friday from 8:00 am to 2:00 pm

### Mother's Information

Name \_\_\_\_\_ Email: \_\_\_\_\_

Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Number \_\_\_\_\_

Place of employment \_\_\_\_\_ Work Phone \_\_\_\_\_

### Father's Information

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Place of employment \_\_\_\_\_ Work Phone \_\_\_\_\_

Public School District the student would attend: \_\_\_\_\_

Public School Building the student would attend: \_\_\_\_\_

### Religion:

Is the child Catholic? Yes \_\_\_\_\_ No \_\_\_\_\_

If Catholic, at which parish are you a member?

- \_\_\_\_\_ Immaculate Conception
- \_\_\_\_\_ Sacred Heart Parish
- \_\_\_\_\_ St. Joseph Parish
- \_\_\_\_\_ Holy Trinity Parish
- \_\_\_\_\_ Other: Parish \_\_\_\_\_

**Student Ethnicity: Please check one**

- White (non-Hispanic) \_\_\_\_\_
- Black (non-Hispanic) \_\_\_\_\_
- Hispanic \_\_\_\_\_
- Multi-Racial \_\_\_\_\_
- Asian \_\_\_\_\_
- Native American \_\_\_\_\_
- Other \_\_\_\_\_

**Home Language:**

What language is spoken at home? \_\_\_\_\_

**Why are you interested in a faith-based education and enrolling your child at Immaculate Conception School?**

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**Do you have any behavior or academic concerns about your child?**

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**Pre-School/Pre-Kindergarten Applicants Only:**

Did your child attend pre-school/pre-kindergarten? \_\_\_\_\_

If so, where did he/she attend? \_\_\_\_\_

Teacher's Name and School Phone Number: \_\_\_\_\_

If the school provided a year-end kindergarten readiness report, please provide a copy.

Did your child receive any special services in pre-school? \_\_\_\_\_

\_\_\_\_\_

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Parent Signature

Date

Please return this form to the school office with:

1. The \$50 registration fee. The registration fee is per family. Please note that all registration fees are non-refundable.
2. Signed copy of the enrollment agreement
3. Please provide a copy of your child's birth certificate and (if Catholic) Baptismal certificate.

Your application is not considered complete until we have received the completed application form, signed enrollment agreement, registration fee and required certificates.

For office use: Date Received \_\_\_\_\_ Check # \_\_\_\_\_ Cash \_\_\_\_\_

## Enrollment Agreement

This agreement documents my intent to enroll the child listed on the application form for the next school year and:

1. Comply with policies, procedures, standards and regulations of the school as described in the Student-Parent Handbook.
2. Provide for and support the religious and educational formation of my child(ren) by providing an environment conducive to such development.
3. Actively support fund-raisers, school projects and activities.
4. Pay tuition as per the established policy and meet all other financial obligations.

I understand that continued attendance of my child(ren) requires effective academic achievement and effort as well as meeting the expectations for student behavior.

**I understand that members of participating parishes are charged a “participating” tuition rate. I understand and agree to the minimum requirements for Participating Membership status:**

- **Registered in the parish**
- **Recognized by the Pastor as participating in parish sacramental life**
- **Contribute time and talent to the ministries of the parish**
- **Regularly contribute financially to the parish**

As a participating member, I understand that my parish contributes monetarily toward the education of my child(ren). Families who are not participating members of a Catholic parish will be charged the “non-participating” tuition rate.

I acknowledge that the school shall not accept any tuition agreements nor reserve any space for my child(ren) for the upcoming school year unless all tuition has been paid to my current school for previous school years or an alternate payment plan has been approved. I agree that failure to comply with this Agreement may result in the child(ren) being excluded from the school.

This school recruits and admits students of any race, color or ethnic origin to all its rights, privileges, programs and activities. In addition, the school will not discriminate on the basis of race, color or ethnic origin in the administration of its educational programs and extracurricular activities. The school is not intended to be an alternative to court or administrative agency ordered or public school district initiated desegregation.

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Parent Signature

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Date