



St. Matthew
CATHOLIC SCHOOL
Excellence in learning, living and serving

_____ Date

_____ Applicant's Name

_____ Applying For Grade:

_____ Entering in August 20 _____

Date of Birth: _____ / _____ / _____
Month Day Year

APPLICATION CHECKLIST FOR NEW STUDENTS

We are pleased that you have decided to apply for admission to St. Matthew Catholic School. If you have questions during the application process, you are welcome to seek assistance from our Admissions Office. Please contact Breanne Pardo at (210) 478-5084 or bpardo@smcssa.org. You must submit a complete on line application. Applications for admission will not be considered complete until all items have been received. Once the application is complete, an admissions testing date and time will be scheduled for your student.

- 1. Online Application
- 2. Health Form
- 3. Principal's Recommendation Form
If your child is transferring from another school, please provide the Principal's Recommendation Form to the Principal where your child currently attends school. The referring Principal will fax or mail the form to St. Matthew Catholic School.
- 4. Birth Certificate
It is required that we verify the original of the birth certificate. We will make a copy from the original for our records.
- 5. Baptismal Certificate
It is not required that a child be baptized to be considered for admission to St. Matthew Catholic School. However, a child must be baptized in order to participate in First Holy Communion and receive communion during mass.
- 6. First Holy Communion Certificate
- 7. Immunization Records
- 8. Report Cards - current & final previous year
- 9. Standardized Test Scores - current & previous year
- 10. Custody Decree (if applicable)

Please note: Child must be 4, 5 or 6 years of age on or before September 1st to attend PreK4, Kindergarten or First Grade respectively.