



A Catholic College Preparatory High School
Transfer Student Admission Policy

Students in good standing from another school will be considered for transfer admission after the following has been accomplished:

1. Admission application and supporting documents are completed.
2. Previous educational records have been supplied to the School including, if available and applicable: Current grade transcript or report card, most recent standardized testing results, Discipline/Behavior record, Attendance report, and Immunization record,
3. In addition, we would request Individualized Education Plan (IEP), Service Plan, Section 504 Plan.
4. Transfer students who register after the first day of the semester are responsible for the content already covered in that class, but not assignments or exams (i.e., summer reading selection). The later in the semester the transfer occurs, the more content the student will be responsible for learning. Please be advised that it is the students' responsibility to meet with teachers outside of the scheduled class time to get the necessary instruction.
5. A conference with the Vice-Principals, parents, and student has been held to discuss the goals, religious mission and expectations of the School.
6. If requested, the parents have provided a written statement indicating their reasons for seeking enrollment for their child in the School.
7. 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.
8. Updated immunization records have been received.
9. Admissions Committee will be comprised of the following members to review resume of student applying for admissions:
 - a. Assistant Head of School of Academics
 - b. Director of Admissions
 - c. Counselor
 - A decision for admissions will be granted within 72 hours after admission application and documents have been completed and submitted.
10. NOTE: 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 unless evidence warrants a meeting with the administration. Principal will make final decision on student enrollment.

If the Principal determines through the above procedures the family and student have philosophies, educational goals and levels of preparation that are compatible with the religious mission and educational programs offered by San Joaquin Memorial, and the student is likely to be successful in our Catholic educational setting, the student may be admitted either on a probationary basis or without restriction.

1406 North Fresno Street • Fresno, California 93703-3789 • 559.268.9251 • Fax 559.268.1351