



# St. Mary's School

1865 A Heritage of Purposeful Learning

## Application for Admission 2010-2011

St. Mary's School provides a community in which intellectual curiosity and academic excellence combine with Catholic and democratic values to inspire and prepare responsible local, national, and global citizens.



### APPLICATION FORMS

Enclosed you will find your application forms. We will need the following for a complete application:

- 1) an application filled out by the parents (Form 1)
- 2) an application filled out by the student (Form 2)
- 3) a copy of the student's last two grade reports including the results of any testing (Form 3)
- 4) \$50 application fee (current families do not need to submit this application fee)
- 4) a family admission interview conducted by a member of the Admissions Committee and the Director of Advancement

### PARENT CHECKLIST

- \_\_\_ Complete the Parent Application Statement (Form 1)
- \_\_\_ Attach copies of the last two grade reports, including any state testing scores, to Form 3. If you do not have copies readily available, contact your child's current school to request copies.
- \_\_\_ Mail or drop off the Parent and Student Application Statements along with the grade reports and a check for \$50, made payable to St. Mary's School, to the Director of Admission (current families do not need to submit the application fee).
- \_\_\_ As soon as is convenient, telephone the Admission Office at 541.773.7877 ext. 3108 or email [admissions@smschool.us](mailto:admissions@smschool.us) to arrange a campus tour and family interview.

### STUDENT CHECKLIST

- \_\_\_ Complete the Student Application Statement (Form 2) and give it to your parents to be mailed

### IMPORTANT DATES

**February 15:** Application deadline (including family interview)

**March 22:** Tuition grant (regular financial aid) applications due, including copies of tax documents



### **TUITION AND FEES**

In late January of each year, the St. Mary's School Board of Trustees publishes tuition and the annual family registration fee for the upcoming academic year.

The parents/guardians of accepted applicants complete an enrollment contract once tuition has been set for the year. This enrollment contract accompanies an annual family registration fee which holds a student's place in the class. Pre-registration begins in February. The registration fee is *non-refundable* unless an applicant is also waiting for a financial aid package. Tuition grants, however, will not be awarded without a signed enrollment contract on file. *A completed enrollment contract is an agreement to pay tuition for the entire school year.*

St. Mary's offers three tuition payment options: a) eleven monthly installments; b) two semi-annual payments; or c) one annual payment.

### **TUITION GRANTS (financial aid)**

Families are encouraged to apply for a need-based tuition grant. Parents interested in applying for financial aid should so indicate on the application. Financial aid is determined by family need as demonstrated by the submission of the Parents' Financial Statement (PFS) to the Financial Aid for School Tuition (FAST) program. Please go directly to the admissions page on the St. Mary's website at [www.smschool.us](http://www.smschool.us) to apply on line. The submission deadline for all tuition grant forms, including copies of tax documents, is March 22. Financial aid awards are generally made in early May.

### **REGULAR ADMISSION DECISIONS**

Applications are accepted beginning in October of the year prior to attendance. Applications, including the family interview, must be completed by February 15. After February 15, applications will be considered on a rolling basis while space allows. It is important that you apply no later than February 15 as spaces tend to fill quickly.



### OPEN HOUSE DATES

Families and students interested in attending St. Mary's School are encouraged to attend one of our Open House events. Open Houses will be held on the following evenings:

November 18, 2009 - 6:30 PM  
January 20, 2010 - 6:30 PM  
April 28, 2010 - 6:30 PM

### SIXTH GRADE INFORMATION NIGHT

A special information night is held for parents with students entering sixth grade. At this event, we will present our unique theme-based curriculum, self-contained classroom environment, and more. Sixth grade students and faculty will be on hand to discuss the program.

November 18, 2009 - 6:30 PM

### CAMPUS VISIT

We encourage you to visit the campus for a personal tour to get a feel for what the classes are like while school is in session. A tour is a great place to start when looking at education options. Feel free to stop by or call Michelle Tresemer in the Admission Office to set up an appointment. You can reach her at 773.7877 ext. 3108 or by email at [admissions@smschool.us](mailto:admissions@smschool.us).

### HOSTED VISIT or SHADOW DAY

Students interested in seeing first-hand what classes are like at St. Mary's may arrange a hosted visit. Arrangements to visit must be made at least two days in advance through the Admission Office. All visits are handled on an individual basis and within the framework of the school schedule. Although this is not required (except for merit scholarship applicants), we highly recommend taking advantage of this opportunity.

### STATEMENT OF NON-DISCRIMINATION

St. Mary's School admits students of any race, color, ethnic origin or nationality to all the rights, privileges and activities generally accorded or made available to students at the School. It does not discriminate on the basis of race, color, or national or ethnic origin in administration of its educational policies, admission policies, scholarship and financial aid programs, or other school-administered programs. Applicants of all races and creeds are welcomed at St. Mary's School.