

## 2016-2017 Kindergarten Application Procedures

Dear Parents,

Thank you for your interest in Queen of Apostles School. We are proud to offer a quality Catholic education through the dedication of a very effective faculty and staff. If you would like to meet with me to familiarize yourself with our program and how we can meet your child's needs, please call for an appointment. Our school open house will be on January 31, 2016.

Once your application is submitted, at that time you will be given a screening date and time.

Please follow the procedures below so we may process your file:

1. Fill out the attached application form completely (please date and sign) and return it with copies of the following:
  - A 2 X2 recent photo of your child (for identification purposes).
  - Completed Supporting Family Application (form attached) - if applicable.
  - Birth Certificate.
  - Baptismal Certificate (if child received the sacrament).
  - Report Card and/or Progress Reports from preschool.
  - Completed NCEA Survey (form attached).
  - Completed Religious Education Questionnaire (form attached).
2. California requires any child that is starting Kindergarten must turn 5 before September 1, 2016.
3. Please include a **non-refundable** application/testing fee of \$100.00 (per application).
4. Please ask your child's current teacher to fill out the enclosed **Kindergarten Assessment Form** and return it to Queen of Apostles School. The school's address is printed on the bottom of the assessment form.
5. California immunization requirements for school entry and a Report of Health Examination form. You will need to make an appointment (after March 1) for your child's health exam, TB test, and any necessary immunizations. Please have your doctor's office complete the Health Examination form at this time and submit it to us before the first day of school.
6. Our kindergarten screening will be set up by appointment. We will notify you of the time scheduled for your child's screening in advance. You will be advised of the results and placement as soon as possible after your child's screening.
7. If your child is accepted and we have space available, you will be given access to our website to complete your on line registration to fill out and return, as well as further information about our school. At this time, a non-refundable registration fee of \$625 is requested to hold a place for you child.

**Queen of Apostles School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at this school. The school does not discriminate on the basis of race, color, national or ethnic origin in the administration of its education policies, admission policies, scholarship programs or other school-administered programs.**

Thank you again for your interest in our school. If you have any questions, please contact me.

Sincerely,

Martin J. Chargin, Principal

**Queen of Apostles School - 4950 Mitty Way - San Jose, CA 95129 - (408) 252-3659**