

ADMISSIONS

Archdiocese of Boston Policy: The goal of our Catholic Schools is to provide students a rigorous academic, spiritual and moral education based on Catholic faith and values.

Catholic school principals and faculty teach students to love and worship God, strive for high academic achievement, live the Gospel values, work together, build community and give service to others.

Our schools welcome all qualified students whose parent(s)/guardian(s) accept and understand that the teachings of the Catholic Church are essential and required part of the curriculum. We count on our parents to partner with our principals and faculty in the student's educational experience.

The Saints Academy does not discriminate on the basis of race, religious affiliation, national and ethnic origin, in the administration of educational policies, admission policies, and other school administered programs.

Age Requirements

Students must meet the following age requirements:

- Pre-Kindergarten: 4 years old by September 1
- Kindergarten: 5 years old by September 1
- First Grade: 6 years old by September 1

Proof of age is required through submission of an official birth certificate.

Admissions Priority

When qualified applicants exceed available openings, admission priority is given in the following order:

1. Siblings of currently enrolled students
2. Children of alumni
3. Active parish members

Admission priority does not guarantee acceptance and is subject to the completion of all application requirements and space availability.

Application Requirements

The following items are required as part of the admissions process:

- Completed application and payment of the application fee
- Birth certificate
- Baptismal certificate (if applicable)
- Most recent report card (for applicants entering First Grade and above)
- Educational and psychological testing reports (if applicable)
- Current 504 Plan or Individualized Education Program (IEP), if applicable
- Teacher referral
 - Applicants to Grades 6–8 must provide referrals from both their Math and Reading/English teachers
- Tour of The Saints Academy

Additional steps may be required as part of the admissions review process, including but not limited to:

- Student shadow day- including educational assessment
- Submission of work samples
- Student assessment
- Meeting with a classroom teacher, support staff member, administrator, or other school personnel

Failure to provide requested documentation may delay or prevent completion of the admissions review.

Admissions Process

The admissions process is designed to provide families with the opportunity to learn about The Saints Academy while allowing the school to determine whether the student is an appropriate fit for the academic and community expectations of the school. **The complete timeline can be found on our school website.**

While we endeavor to provide the best educational resource we can offer for all students, there are instances where we are not able to adequately accommodate specific learning needs. The decision whether The Saints Academy is the right educational environment is made at the discretion of the Principal, in consultation with teaching staff, and the Pastor.

Waitlist Policy

Students who are accepted to a grade level that has already reached capacity will be placed on a waitlist for the school year for which they applied.

Families will be notified if an opening becomes available. Students remain on the waitlist only for the school year to which they applied.

It is not the policy of The Saints Academy to accept students after the academic year has begun. It is the sole discretion of the Pastor and the Principal to make any exceptions.

TUITION / FINANCIAL OBLIGATION / FINANCIAL ASSISTANCE

Tuition rates are set in the fall for the upcoming academic year. Tuition is payable through FACTS Tuition Management, via automatic electronic funds transfer. FACTS Management offers a one-time, full payment option, a two payment option, or a ten payment option. There is a yearly fee for this service.

Timely Payment Policy: Students may not attend classes unless scheduled tuition payments have been received by the due dates in your FACTS agreements. There will be no exceptions to the *Timely Payment Policy*.

Financial Assistance: Financial assistance is available by applying on-line through FACTS Grant and Aid Assistance. Information on the application process can be accessed at the school office and on our school website.

Application and seat deposits are non-refundable. Withdrawal of students prior to the opening of school would entitle you to a tuition remission of 50% of the tuition paid to date. Withdrawal after the start of classes but prior to November 1 would entitle you to a tuition remission of 20% of the tuition paid to date. There will be no remission for withdrawal after November 1.

OFFICE OF ADVANCEMENT

The Saints Academy conducts a comprehensive program of advancement that ensures the fiscal viability of the school. The major component of the program is to raise the funds necessary to meet the operating expenses not fully covered by tuition. The tuition covers approximately 80% of the cost to educate a Saints Academy student. All gifts to the program, unlike tuition, are tax-deductible to the fullest extent of the law.

The Saints Academy Auction and *The Saints Academy Annual Fund* are the major components. It is expected that all families participate in and support the advancement program by offering your “time, talent and treasure.”