



St. Thomas the Apostle Catholic School Application Cover Sheet & Checklist

Office Use Only

Please return this form (Application Cover Sheet & Checklist) with your application.
All applicable forms must be submitted, or the application will be returned.

Application Forms

Application Forms to be downloaded, completed in pen and returned to our office:

- 1. Application Cover Sheet and Checklist (this form)
- 2. Current Teacher Recommendation Letter Instructions
You should give this form to your child's current teacher, including pre-school and elementary teachers. Recommendation letters are written confidentially and sent by the submitting teacher directly to St. Thomas either by fax (602-381-3256) or mail (Attn: Diana Mason, 4510 N. 24th Street, Phoenix, AZ 85016). The Recommendation Letter must be received by St. Thomas by the time you submit the rest of your application in order for your application to be considered complete.
- 3. Parish Verification Form (if a St. Thomas parishioner, complete the top half only)
- 4. Release of Records
- 5. Maricopa County Private School Letter of Intent. **Notarize** and include the name of the public school district in which you reside.

Application Forms to be downloaded, saved, and typed:

These forms designed in Microsoft Word format to be downloaded, saved on your computer, completed by typing in the gray boxes or choosing from a list of options, and then printed for signature and submission.

- 1. Application for Admission
- 2. Student Data Sheet
- 3. Family Emergency Information
- 4. School Experience Questionnaire

GAF: _____

_____ BA	_____ Ck #
_____ Comm	_____ Date
_____ Conf	_____ BC
_____ Test	_____ Imm
_____ RCard	_____ RecL
	_____ PV

K – 1 Gesell & Interview

Date: _____

Time: _____

Examiner: _____

Gr. 2 – 8 Interview & Test

Date: _____

Time: _____

Interviewer: _____

Test: _____

Other Documents

All families with new students must submit COPIES of the following forms in order for your application to be considered. **Photocopying is the applicant's responsibility; originals, if submitted, will not be returned or photocopied.**

- \$100 non-refundable Application Fee per student (covers testing and administrative costs)
- Birth Certificate (certified)
- Recent photo (approximately 3" x 4")
- Vaccine Immunization Record
State law requires that immunizations be current for students to attend the first day of school.
- Baptismal Certificate (if applicable)
- First Eucharist Certificate (if applicable)
- Confirmation Certificate (if applicable)
- Current and prior years report card
- Most recent standardized test scores
- Any court-ordered custody or visitation directive documents

Testing/Interview/Tuition Acknowledgement (PLEASE INITIAL):

_____ I am aware that all new students in grades K – 8 will be tested before acceptance.

_____ I am aware that all new parents and students applying in grades 2 – 8 will be interviewed by the administration.

_____ I understand that receiving the in-parish tuition rate is based on our being active and participating members of St. Thomas the Apostle Catholic Church.

Parent/Guardian Signature

Date