

HOLY TRINITY  
BOARD OF EDUCATION

ADMISSION – PS-8

501.1

It is a regulation of Holy Trinity Board of Education that application for enrollment (K-8<sup>th</sup>) will be considered according to:

1. Compliance with the Board of Education policy on class size limits (policy 501.6)
2. Parent/custodian/guardian compliance with the Board of Education policy on financial obligations (policy 501.8);
3. February 15th is the date annually by which students must enroll to reserve their enrollment priority. On February 16th, enrollment will be determined according to the criteria listed below in paragraph 7. After February 16th, students will be considered in order in which completed applications and fees are received.
4. The Principal will place those children who are not admitted on a waiting list. This list will remain in effect until a child's name is removed from the list. To remain on the list, a child must be registered annually.
5. For registered and tithing Holy Trinity parents/custodians/guardians whose children are not admitted to Holy Trinity Catholic School (K-8) due to space limitations and who choose to enroll their children in other Catholic elementary schools, an attempt will be made to place these children in another Catholic school at a reciprocal tuition rate which will not disadvantage these parishioners. Holy Trinity Catholic School will also help to place children in a Catholic school of the parent's choice, if possible, at reciprocal tuition.
6. Any registration fees will be refunded for children who cannot be admitted and choose not to have their name placed on a waiting list.
7. Application for enrollment at Holy Trinity Catholic School will be considered according to parent/custodian/guardian compliance with the Board of Education policy on financial obligations and the following priorities. In most cases, enrollment priorities are given in the following order:
  - a. Students or siblings of students currently enrolled in Holy Trinity Catholic School
  - b. Children of Holy Trinity parishioners and employees, according to the date registered in the parish.
  - c. New students from other Catholic parishes
  - d. New non-Catholic students

Policy Adopted: September 2000

Policy Revised:

August 2001

May 2005

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June 2010

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