



# ADMISSIONS GUIDELINES

## 2020-2021

### ADMISSIONS GUIDELINES

The following criteria will be considered when reviewing applications for admission into Our Lady of Mercy Catholic School:

- Children who are Catholic and are currently registered parishioners at Our Lady of Mercy Church Parish
- Children who have siblings currently attending Our Lady of Mercy
- Children of alumni
- Out-of-Parish Catholic children
- Children of other faith traditions

In determining admission, the administration will review the academic, discipline and attendance records of students transferring from another school. Please note that the Our Lady of Mercy School reserves the right to contact and obtain a recommendation from the child's previous school/center. The administration must have a reasonable expectation of student success prior to an offer of admission. The pastor and school administration reserve the right to make final decisions on admissions.

### Documents Required with Application

In order to expedite the application process, copies of all required documents should be prepared in advance for school records. **Applications without the required documents and fees cannot be processed until all are submitted.**

#### LITTLE SAINTS (3-yr-old)

*A child must be three years of age on or before September 30th of the incoming school year. Copies of the following documents are required:*

1. Certificate of Baptism (if applicable)
2. Official State Birth Certificate
3. Immunization Record: Official State of Louisiana (or other) Universal Certificate of Immunization which includes the seal / stamp and is signed by the physician (A copy of My Chart records, etc. is not the immunization certificate).
4. Student's Social Security Card
5. Any educational / psychological evaluation administered to your child
6. \$275 Application Fee\*

#### PRE-KINDERGARTEN

*A child must be four years of age on or before September 30th of the incoming school year. Copies of the following documents are required:*

1. Certificate of Baptism (if applicable)
2. Official State Birth Certificate
3. Immunization Record: Official State of Louisiana (or other) Universal Certificate of Immunization which includes the seal / stamp and is signed by the physician (A copy of My Chart records, etc. is not the immunization certificate).  
A single dose of HIB vaccine and a single dose of MMR vaccine are required for all children entering Pre-K with second dose of MMR at or after age 4.
4. Student's Social Security Card
5. Any educational / psychological evaluation administered to your child
6. \$275 Application Fee\*

#### KINDERGARTEN

*A child must be five years of age on or before September 30th of the incoming school year. Copies of the following documents are required:*

1. Certificate of Baptism (if applicable)
2. Official State Birth Certificate
3. Immunization Record: Official State of Louisiana (or other) Universal Certificate of Immunization which includes the seal / stamp and is signed by the physician (A copy of My Chart records, etc. is not the immunization certificate).

#### Immunization Required:

- a. Minimum of 4 DPT immunizations
  - b. 3 doses polio vaccine - last dose after 4 years of age
  - c. 2 doses of MMR vaccine (measles, mumps & rubella) with last dose at or after 4 years of age
  - d. 3 doses of Hep B
  - e. Varicella vaccine or documented history of the disease
4. Student's Social Security Card
  5. Any educational / psychological evaluation administered to your child
  6. \$275 Application Fee\*

#### GRADES 1-8

*For First Grade, a child must be six years of age on or before September 30th of the incoming school year. Copies of the following documents are required:*

1. Certificate of Baptism (if applicable)
2. Official state Birth Certificate
3. Immunization Record: Official State of Louisiana (or other) Universal Certificate of Immunization which includes the seal / stamp and is signed by the physician (A copy of My Chart records, etc. is not the immunization certificate).
4. Student's Social Security Card
5. Final report card from previous school year AND most recent report card
6. Most recent standardized tests scores
7. Any educational / psychological evaluation administered to your child
8. \$275 Application Fee\*

\* The application fee of \$275 per student is non-refundable. \$150 of the application fee will be refunded in the event Our Lady of Mercy is unable to offer admissions.