

ADMISSION POLICIES

St. Joseph Catholic School and Early Learning Center admits students of any race, color, religion, and national origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, religion, national or ethnic origin in the administration of its educational policies, admissions policies, or other school-administered programs. Admission to St. Joseph Catholic School and Early Learning Center will be based on a first come-first served enrollment process pending our ability to meet academic and social needs and as long as an opening remains in the appropriate class. However, during early pre-registration, preference will be given to Catholic students and to families with students currently enrolled.

Age Requirements (as set by the Texas Catholic Conference for Education - TCCED)

Age requirements for classes are as follows:

EC 3 - must be 3 years old on or before September 1

EC 4 - must be 4 years old on or before September 1

Kindergarten - must be 5 years old on or before September 1

Grade 1 - must be 6 years old on or before September 1

Children seeking admission to EC, Kindergarten, or Grade 1 who are under age according to admission requirements, may be admitted to the respective grade only in certain circumstances:

1. The student has moved from a state where the age requirement differs from that listed above and was currently enrolled there;
2. The student has successfully completed the respective grade in that out-of state Catholic or accredited school;
3. A written waiver is granted by the St. Joseph Catholic School principal, based on the above guidelines and any other applicable data.

New Students

Application forms for new students may be obtained from the school office. Applicants are required to submit the following:

1. Birth certificate and Social Security card
2. Baptismal certificate, First Communion and Confirmation certificates (if applicable)
3. Proof of up-to-date immunizations with signed Physician's Statement of Health

4. Vision and Hearing Screening results (4 year-olds)
4. Transcript from previous school, if applicable
5. Copies of report cards, test scores, TPRI (Texas Primary Reading Inventory) and other pertinent information (Disclosure Statement)
6. Tuition Contract and/or Tuition Addendum
7. Completed registration forms accompanied by registration fee

All new students are accepted on probationary status until all pertinent documents are received and reviewed, at which time a decision on continued enrollment will be made by the school administration. Students remain on probationary status through the first semester of attendance. Testing for admission may be required at the discretion of the administration. Parents of prospective new students may be required to attend an interview with school administrators.

Returning Students

Parents must re-enroll their children for the coming school year. Since acceptance for the next school year is not automatic, the school reserves the right to accept or decline applications for the next school year at the discretion of the school administration. Such decisions are based on parental cooperation, student conduct and/or achievement, student attendance, and records of meeting financial and other obligations. Denial of re-admission will be made in writing.

Application

Application forms for student registration are available in the school office (and church office) and on the website. As an open campus, parents and prospective parents are welcome to visit at any time. However, to assure a personal tour to view campus facilities, we suggest making an appointment or attending a scheduled Open House.

Registration, Tuition, and Fees

Pre-registration begins during Catholic Schools Week of each year (beginning last Sunday in January) and continues until General Registration takes place. Registration fees should accompany completed registration forms.

General Registration for the entire school is held during the month of August before school begins. The School Office will notify families of the specific dates of registration.

Student Records

St. Joseph Catholic School and Early Learning Center adheres to the Buckley Amendment (Family Education Rights and Privacy Act) regarding access to student records.