

Information Checklist

In order for your child to be considered for admission, the following information must be in our office as soon as possible. Registration is finalized only after all requirements are met and all records have been received, including the child's final report card of the current year and standardized testing results for the current year.

Child's Name: _____ Grade entering: _____

Parent's Signature: _____

Please send us the following information as soon as possible: (check all that are attached)

- Completed Information Form
- Birth Certificate - Copy from the Bureau of Vital Statistics Copy of child's Social Security Card
- Copy of Catholic Baptismal Certificate.
- Copy of Catholic Communion & Penance Certificates - if child has received these sacraments
- Copy of Custody papers, in cases where custody arrangements exist. Divorced or separated parents must file a court-certified copy of the custody section of the divorce or separation decree with the school office.
- Copy of all Report Cards and standardized testing from previous grades and current year's
- Copy of any individual testing that affects the child's education, including medical testing, psychological testing, educational testing and the like. Copy of 504 Accommodation, if child was on a 504 plan.
- If your child has been subject to school suspension and/or expulsion, please include the circumstances of the disciplinary action
- Copy of up-to-date immunizations, as per requirements of the State of LA Department of Health and Hospitals.
The minimum dosages for meeting school-entry immunizations requirements are:
4 DTP doses and 3 Polio doses - Provided the last dose was administered on or after age 4
2 MMR doses after fourth birthday or prior to kindergarten entry. (Recommended schedule: MMR Dose #1 at 12-15 months of age.
MMR Dose #2, at age 4 or prior to kindergarten entry and 3 doses of Hepatitis B Vaccine)
Children who receive 5 DTP's or 4 Polio's prior to age four are not complete and must be referred for completion.
Varicella shot is required for Daycare, Preschool, Prekindergarten, Kindergarten, and all other students entering a Louisiana school for the first time in the 2003-2004 school year.

The final acceptance regarding enrollment for new students, returning students, and students on probation, is left to the discretion of the administration.