**CHECKLIST:**

Please use this checklist to help complete the admissions process. Each item must be completed and submitted to the school office before the application will be considered complete.

The following are a required part of the admissions process:

\_\_\_\_\_ Application for Enrollment (Returning families- Please update and file again)

\_\_\_\_\_ Signed Statement of Faith document

\_\_\_\_\_ Signed K-5 Tuition and Fees Agreement

\_\_\_\_\_ Emergency Care and Desired Action (Returning families- Please update and file again)

\_\_\_\_\_ Permission & Release

\_\_\_\_\_ Letter of Reference (from most recent teacher) – New Students only

\_\_\_\_\_ Student Records from previous school (Students entering 1st through 5th grade, please submit current progress report, report card, and discipline records at the time of interview.) Once accepted and prior to school starting we will request records from the school.)

­­­­\_\_\_\_\_ Copy of updated Immunization Record.

\_\_\_\_\_ Photocopy of Birth Certificate (IF NOT on file)

\_\_\_\_\_ Child’s Medical Report\*

\_\_\_\_\_ Authorization for Medical Administration (Only required if child needs medication during school hours.)

\_\_\_\_\_ Extended Care (Optional)

\_\_\_\_\_ Auto Draft Form

­­\*A Physician’s Medical Statement, indicating that your child has been examined and properly immunized, must be filled out and submitted to the school office by all new students entering K – 5. **The Physician’s Medical Statement must be dated within one year’s time prior to the first day of school.**

**The fee schedule for St. John’s is as follows:**

Early Registration Fee: $150 **Offered only to current School Families – January 31 – February 14**

Registration fee: $250 **Due with Application for all school families after February 14th**  (The Registration fee is a non-refundable fee to secure a student’s placement.)

Curriculum/Activity Fee: $300 **Due July 1st, 2022**