****

**Application Process & Key Dates Grades 1-8 (2022-2023)**

1. Download the application packet on the school website. You may also call the school office (415 824 8467) and arrange to pick up an application.

1. Completed Application Packets must include:
	1. Completed application form
	2. Copies of Birth and Baptism Certificates
	3. Current record of all immunizations
	4. Recent report card from current grade, final report card from prior grade, and copy of the standardized test results (where applicable).
	5. $75 non-refundable application fee
	6. Applications for Grades 1-8 for the 2022-2023 school year is an ongoing process; the last date for accepting applications is **February 18, 2022**.

1. Arrangements for shadow days can be made by contacting the school office (415-824-8467). Shadow days are applicable to incoming 3rd through 8th grade students only.

1. An assessment will be given by the school; arrangements to complete this can be made by calling the school office (415 824 8467)

1. When you are notified of your child’s acceptance, you will also receive the enrollment packet. This must be submitted within 2 weeks of acceptance to hold placement. The enrollment process requires you to complete the forms and include the non-refundable Enrollment Fee of $550.