



St. Matthew CATHOLIC SCHOOL

_____ Date

Applicant's Name _____

Applying For Grade: _____

Entering in August 20 _____

Date of Birth: _____ / _____ / _____
Month Day Year

APPLICATION CHECKLIST FOR NEW STUDENTS

We are pleased that you have decided to apply for admission to St. Matthew Catholic School. If you have questions during the application process, you are welcome to seek assistance from our Admissions Office. Please contact Breanne Pardo at (210) 478-5084 or admissions@smcssa.org. You must submit a complete online application. Applications for admission will not be considered complete until all items have been received. Once the application is complete, an admissions testing date and time will be scheduled for your student.

- 1. Online Application
- 2. Health Form
- 3. Principal's Recommendation Form
If your child is transferring from another school, please provide the Principal's Recommendation Form to the Principal where your child currently attends school by adding your principal's email to the referral box. The referring Principal will submit the form online to St. Matthew. You can also print the form and have your child's current principal fax, mail, or email the form to St. Matthew Catholic School.
- 4. Birth Certificate
- 5. Baptismal Certificate
It is not required that a child be baptized to be considered for admission to St. Matthew Catholic School. However, a child must be baptized in order to participate in First Holy Communion and receive communion during mass. If your child is NOT baptized, please upload a word document stating that your child is NOT baptized.
- 6. First Holy Communion Certificate (if applicable)
- 7. Official Immunization Records (Doctor Signature Required)
Catholic schools in the State of Texas DO NOT accept conscientious exemptions for vaccinations. This is TCCB ED policy.
- 8. Report Cards - current & final previous year
- 9. Standardized Test Scores - current & previous year
- 10. Custody Decree (if applicable)

Please note: Child must be 3, 4, 5, or 6 years of age on or before September 1st to attend PreK3, PreK4, Kindergarten, or First Grade respectively.

All students must be potty trained to be enrolled.