

**Sacred Heart School**  
**Required Enrollment Information Check List for**  
**Pre-School and Kindergarten**

\_\_\_\_\_ Enrollment Application

\_\_\_\_\_ Immunization Records

\_\_\_\_\_ Birth Certificate

\_\_\_\_\_ Baptismal Certificate (For Kindergarten only)

\_\_\_\_\_ Social Security Numbers (Child, Mother and Father)

\_\_\_\_\_ Portion of divorce decree/legal document that assigns custody and any other information from legal document pertinent to guardianship and school enrollment, if applicable

\_\_\_\_\_ \$25.00 Deposit

# Sacred Heart School

## Required Enrollment Information Check List for Grades 1-12

Need copies of:

- Immunization Records
- Birth Certificate
- Baptismal Certificate
- Portion of divorce decree/legal document that assigns custody and any other information from legal document pertinent to guardianship and school enrollment, if applicable

Please fill out the following forms and return to school office:

- Enrollment Application Form
- School Record Form
- Request for Records from Previous School
- Student Interest Writing Sample (For Grades 6 through 12 only)
- \$50.00 Deposit

**SACRED HEART ELEMENTARY & HIGH SCHOOL**

416 W. Third St.  
Sedalia, MO 65301  
660-827-3800 phone  
660-827-3806 fax

**Student Enrollment Application (please print)**

**School Year 20\_\_ to 20\_\_**

**Last** \_\_\_\_\_ **First** \_\_\_\_\_ **Middle** \_\_\_\_\_ **Grade** \_\_\_\_\_

SS# \_\_\_\_\_ Gender: M\_\_\_ F\_\_\_ Please list Race of applicant: \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Birth: \_\_\_\_\_  
City State Year Month Day # children in family rank

**Father:** Full Name \_\_\_\_\_ SS# \_\_\_\_\_

Home Address \_\_\_\_\_  
Number and Street City State Zip

Phone #: Home \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

Email address \_\_\_\_\_  
(The majority of school communications are distributed through email on a regular basis.)

Occupation (including Title) \_\_\_\_\_ Name of Firm \_\_\_\_\_

Business Address \_\_\_\_\_  
Number and Street City State Zip

**Mother:** Full Name \_\_\_\_\_ SS# \_\_\_\_\_

Home Address \_\_\_\_\_  
Number and Street City State Zip

Phone #: Home \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

Email address \_\_\_\_\_  
(The majority of school communications are distributed through email on a regular basis.)

Occupation (including Title) \_\_\_\_\_ Name of Firm \_\_\_\_\_

Business Address \_\_\_\_\_  
Number and Street City State Zip

**If the applicant does not live with both biological parents, please complete the following:**

Parents are (circle one): Separated Divorced Mother deceased Father deceased  
Mother remarried Father remarried

Applicant lives with: \_\_\_\_\_ If parent is remarried, name of spouse: \_\_\_\_\_  
Person responsible for tuition \_\_\_\_\_

**EMERGENCY CONTACT** (name and phone number(s)): \_\_\_\_\_

**Church Affiliation:**  
Applicant's Religion \_\_\_\_\_ Parish/Congregation \_\_\_\_\_

Father's Religion \_\_\_\_\_ Mother's Religion \_\_\_\_\_

If Catholic, at which Sedalia parish is family registered? \_\_\_\_\_

(Note: To receive Catholic tuition rates, parents must be practicing Catholics and be registered at one of the Sedalia parishes. Families also will be expected to tithe a minimum of \$800 annually to the church they attend.)

**Sacraments Received:**                      Baptism                      First Communion                      Confirmation

Church \_\_\_\_\_

Date \_\_\_\_\_

**SCHOOLS ATTENDED PREVIOUSLY (including previous enrollment at Sacred Heart Elementary & High School)**

Date entered      Name of School(s)      Address      Date Withdrawn      Reason (see codes)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Codes for Reason:    Moved (1)              Illness (2)              Parental Choice (3)              Transferred (4)              Reason Unknown (5)

**NAMES OF OTHER HOUSEHOLD MEMBERS IN SCHOOL**  
(Please list name, school attended and grade.)

**SIBLINGS AT HOME BUT NOT IN SCHOOL**  
(Please list name and age.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How did you become interested in Sacred Heart Elementary & High School? \_\_\_\_\_

\_\_\_\_\_

What are your principal reasons for wanting the applicant to attend Sacred Heart Elementary & High School? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Residential Public School District**

(Please indicate in which public school district applicant lives. This information is necessary for Sacred Heart Elementary & High School to participate in federal programs.)

Elementary \_\_\_\_\_ Middle \_\_\_\_\_ Jr. High \_\_\_\_\_

**Emergency Release**

I/We, \_\_\_\_\_, hereby authorize Sacred Heart Elementary & High School and its representative(s) to seek emergency medical assistance for \_\_\_\_\_ should the school be unable to reach me/us. I/We will assume all costs associated with said care.

\_\_\_\_\_  
Parent/Guardian Signature

\*\*\*If my child is admitted and if I enroll my child, I approve and endorse this application of my child (or ward). In consideration of his/her acceptance as a student, I hereby guarantee Sacred Heart Elementary & High School the payment of any applicable tuition and fees and such other expenses as he/she may incur in account with the school, recognizing, however, the right of the school to exclude at any time a student whose conduct or academic standing renders undesirable his/her presence at Sacred Heart Elementary & High School.

**SIGNED by Parent/Legal Guardian** \_\_\_\_\_ **Date** \_\_\_\_\_

# Sacred Heart Elementary & High School

416 W. 3<sup>rd</sup> St.

Sedalia, MO 65301

Phone: 660-827-3800

Fax: 660-827-3806

## Request for Records from Previous School

Previous School \_\_\_\_\_

School Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

The following student has enrolled at Sacred Heart Elementary & High School, Sedalia, MO:

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Grade: \_\_\_\_\_

Records to be released should include:

- Cumulative School Report-Transcript
- Standardized Test Scores
- Withdrawal Grades/Percentages
- Health/Immunization Records
- Discipline/Intervention Records
- Current Legal Custody Papers, if Applicable
- Birth Certificate

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

(To be completed by School Personnel Only)

Please fax as soon as possible immunization records and any disciplinary information that would affect this student's enrollment status.

Is the above-mentioned student currently under suspension or expulsion from your district?

If yes, please provide explanation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

School Official Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**Sacred Heart Elementary & High School**  
Application for Admission  
Student Interest Writing Sample (for grades 6-12 only)

Student's Name (please print) \_\_\_\_\_ Grade you are entering \_\_\_\_\_

The following questions are intended to give you a chance to tell us something about yourself as a person. We ask that you work independently to complete this survey. *We want to know about you!* Answer ALL of the questions to the best of your ability. Answer with complete thoughts and in complete sentences. Grammar, punctuation, and spelling count!

What sort of student do you consider yourself to be? (Grades, attitude, effort, awards, etc.)

Which academic areas do you enjoy the most? Which do you like the least? Why?

Describe any positions of responsibility or leadership you have held in your school, church, or community.

What types of extracurricular activities do you enjoy (speech, music, athletics, etc.)? You might describe a favorite hobby if you choose. Please describe your experience in these activities.

Tell us about the most interesting place you have ever traveled to? What made this particular place so interesting for you?

What do you hope to gain from being a member of the student body at Sacred Heart? In other words, what do you believe Sacred Heart has to offer you? Then go on to describe what you have to offer Sacred Heart. (Use the back of this sheet to respond to this question.)

Student Signature \_\_\_\_\_ Date \_\_\_\_\_