

**ST. AUGUSTINE SCHOOL
26 CENTRAL STREET
ANDOVER, MA 01810
(978) 475-2414**

APPLICATION GUIDE SHEET

Thank you for choosing St. Augustine School for your child for the coming school year. Below you will find a checklist to assist you in completing your application packet. If you have any questions, please call the school office between the hours of 9:00 a.m. and 3:00 p.m. and we will be happy to help you.

THE FOLLOWING FORMS *MUST* BE COMPLETED AND RETURNED TO US:

1. APPLICATION FORM
2. RECORD RELEASE FORM (**GRADES 1-8**)
3. INCOMING STUDENT INFORMATION FORM
4. CLASSROOM TEACHER RECOMMENDATION FORM (**GRADES 1-8**)
5. TUITION PAYMENT PREFERENCE FORM

IN ADDITION TO THE ABOVE FORMS, WE REQUIRE COPIES OF:

6. BIRTH CERTIFICATE
7. BAPTISMAL RECORD (**IF APPLICABLE**)

PLEASE NOTE.....ALL ABOVE FORMS (#1 THROUGH #7) *MUST* BE RETURNED IN ORDER TO PROCESS YOUR APPLICATION.

The **CLASSROOM TEACHER RECOMMENDATION FORM** must be returned as soon as possible, but no later than your child's testing date.

Also needed by the testing date is a copy of your child's most recent **REPORT CARD**.

The **MASSACHUSETTS SCHOOL HEALTH RECORD** *must* be received by the first day of school. Physicals are required for children entering Grades **Nursery, Pre-Kindergarten, Kindergarten, Three** and **Seven**. Physicals can be dated no earlier than **March 1**.

ALL APPLICATION/REGISTRATION FEES AND DEPOSITS ARE NON-REFUNDABLE