



ACADEMY OF SAINT BARTHOLOMEW

Application Process

Getting started with Initial Documentation

To begin the application process, the following forms/documents must be submitted on behalf of each applicant.

- ☐ Application for Enrollment
- ☐ Special Services Form & documents related to current student supports (ETR, IEP, 504)
- ☐ Copy of Birth Certificate
- ☐ Copy of Baptismal Certificate (If applicable)
- ☐ Parent Questionnaire (PreK - 1)
- ☐ Teacher Questionnaire (Grades K and 1, PreK if applicable)
- ☐ Two recommendation letters from current teachers and/or principal (Grades 2-8)
- ☐ Copy of last report card (Grades 1-8)
- ☐ Copy of Standardized Test Scores; OST, MAP, iReady. (Grades 1-8)

ASB Application Review

Once the above documentation has been submitted, the ASB admissions team will review the application based on our admissions criteria, specifically seeking students who are successful in their current academic environments; who conduct themselves in a manner that fits with the Academy of Saint Bartholomew behavioral standards; and whose parents/guardians are invested in the education process. If the admissions team deems that the applicant meets the above criteria, the applicant will be contacted to complete:

- ☐ Kindergarten & Grade 1 Readiness Screening (Grades K-1)
- ☐ Entrance Assessment (Students entering Grades 2-8)
- ☐ Shadow Visit (Students entering Grades 3-8)

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Finalizing the Enrollment Decision

After the student has completed the above steps, the application will be evaluated and an enrollment decision will be made. It is possible that a student may be put on a waitlist for classes that are at or near capacity, as Parish families have first priority in cases where class space is limited. In any event, families can expect to hear back from the Academy of Saint Bartholomew within 2 weeks of completing the review phase.

Enrollment

Once a student is accepted, the following items are required in order to officially enroll at the Academy of Saint Bartholomew. These apply to all PreK-8 students unless indicated otherwise.

- ☐ Registration fee of \$125 per student (non-refundable)
- ☐ Technology fee of \$100 per family (K-8 families only)
- ☐ Completed Registration Form/Tuition Agreement
- ☐ Release of records form (Grades 1-8)
- ☐ Signed Performance Agreement (Grades 5-8)
- ☐ Information regarding legal custody

Questions & Feedback

The Academy of Saint Bartholomew welcomes questions and feedback from prospective families at any time during the application process. Please contact the Academy Office at 440-845-6660 or send an email to sbiggs@thestbarts.org or office@thestbarts.org

The Academy of Saint Bartholomew is a Catholic, coeducational private school serving preschool through grade 8. With Catholic values and academic excellence as the foundation, the Academy of Saint Bartholomew fosters a nurturing, faith-filled environment that empowers students to reach their fullest potential while serving and leading with compassion and integrity.

It is the policy of the Academy of St. Bartholomew to admit students of any race, color, religion, national or ethnic origin, or with dis/abilities to all the rights, privileges, programs and activities available at the school. We do not discriminate on the basis of race, color, sexual orientation, ethnic or national origin, or disabilities in the administration of our educational or admissions policies, scholarship or aid programs, nor in employment of staff.