

Parent Enrollment Checklist

Inquiry

- Call or email Jamie Antilla at (903) 893-2127 or jantilla@stmarys-sch.org to schedule a tour with the principal.
- Take tour of school.

Application

Complete application.

- Go to the website at www.stmarys-sch.org and complete the application online- \$25 fee
- Wait for acceptance email/letter. (Pending on student's transcript.)

Enrollment

Acceptance email/letter will include this checklist. All items listed are REQUIRED to complete enrollment. These items may be uploaded, emailed to jantilla@stmarys-sch.org, faxed to (903) 893-3233, or brought to the campus.

- Birth Certificate
- Parent ID
- Copy of Custody decree (if applicable)
- Baptism, First Eucharist, and/or Confirmation certificates (if Catholic)
- Physician's Record of Immunization
 - Record must be compliant with Texas Administrative Code: Title 25, Health Services 97.61-97.77
 - Record must be compliant with The Diocese of Dallas: No Conscientious Exemption waivers on the basis of religious beliefs are given.

- Authorize FACTS Tuition plan (online only)
- Pay Registration Fee-\$225 for PK or \$375 for Kinder thru 8th
- Request for Records page needs to be given to prior school-1st thru 8th. (Note: For grades 1-8, response times for records from other schools vary.)
- Income Survey
- Handbook Acknowledgement
- Home Language Survey/Ethnicity Form (paper only)

Please feel free to schedule an appointment with Jamie Antilla to fill out online application and enrollment forms.