



Admission Procedure for OMPH School Kindergarten – Grade 8

1. Return completed pre-admission forms along with all required items on checklist.
2. Teachers and principal review the applicant's pre-admission information.
3. Students in Grades 4 – 8 ONLY
 - student meets with principal
 - student gives a written response to two questions (Why is education important to you? Why would you want to attend a Catholic School?)
4. Student may spend a day at OMPH School after the above is completed.
5. Upon notice of acceptance finalize formal registration:
 - complete registration form
 - provide copy of legal custody documentation (if applicable)
 - submit registration fee
 - complete reservation/enrollment agreement

(Note: Acceptance of all students is conditional upon a review of the student's first four weeks at attendance at which time a parent conference may be required.)



Pre-Admission Checklist for Kindergarten – Grade 8

The following are required for pre-admission.

Please indicate with a check mark those items included.

- _____ 1. *Copy of Birth Certificate*
- _____ 2. *Copy of Baptismal Certificate*
- _____ 3. *Copy of Social Security Card*
- _____ 4. *Parish Verification of Membership Form*
- _____ 5. *Record of Immunizations*
- _____ 6. *Progress report / report card for the current year and previous grade*
- _____ 7. *A letter of reference from a teacher or principal*
- _____ 8. *Copies of the results of testing your child has received including:*
 - _____ Early Intervention
 - _____ PreK/Kindergarten Screening
 - _____ Psychological
 - _____ Speech/Occupational/Physical therapy
 - _____ Counseling Services
 - _____ Current Academic Evaluations/Copies of Standardized Tests Scores

Verification:

I verify that the information provided is accurate to the best of my knowledge.

Parent/Guardian Name: _____
(Please Print)

Parent/Guardian Signature: _____

Date: _____



Phone: 717-738-2414 FAX: 717-738-4983 E-mail: office@omph.org

Pre-Admission Form ~ Kindergarten – Grade 8

Student _____

 First Name Full Middle Name Last Name
 Date of Birth _____ Age _____ Gender _____ Grade Entering _____

1. Previous Schools Attended:

Name	Address	Grades
_____	_____	_____
_____	_____	_____

2. In the schools listed above, student participated in: (Check all that apply)

Reading Assistance Math Assistance ESL Speech
 Gifted Program Learning Support Emotional Support

3. Does the student have an Individualized Education Program? Yes No

4. Has the child ever been retained? Yes No

5. Did the child attend preschool? Yes No

6. Has the child ever been home schooled? Yes No

7. Has the child ever been suspended from school? Yes No

8. Has the child ever been expelled from school? Yes No

9. Custody Information: *(please check one or more)*

Student resides with both parents.
 Student resides with single parent.
 Legal custody is with the father. *(documentation required)*
 Legal custody is with the mother. *(documentation required)*
 Legal custody is with _____. *(documentation required)*
 Custody is presently being disputed.
 Court documentation provided.

10. Child's first language if other than English _____
 Language spoken in the home other than English _____

11. Ethnicity (Circle one)

American Indian/Alaskan Native Asian Black Hispanic Native Hawaiian/Pacific Islander White Multi Racial

12. Health/medical concerns _____

* How did you hear about OMPH School? _____

Family Information:

Child's Name _____

Address _____
Street City Zip

Mother's: Home Phone _____ Cell Phone _____ Work Phone _____ Email _____

Father's: Home Phone _____ Cell Phone _____ Work Phone _____ Email _____

School District of Residence _____

Place of Birth _____

Date of Birth _____ SS# _____

Registered Parish _____

<u>Sacrament</u>	<u>Parish</u>	<u>City/Town</u>	<u>Date</u>
Baptism	_____	_____	_____
First Penance	_____	_____	_____
First Communion	_____	_____	_____
Confirmation	_____	_____	_____

<u>Name</u>	<u>Occupation</u>	<u>Religion</u>
Father _____	_____	_____
Place of Birth _____	Highest Level of Education _____	

Mother _____	_____	_____
Place of Birth _____	Highest Level of Education _____	

Siblings

_____	Age _____	Present Grade _____
_____	Age _____	Present Grade _____
_____	Age _____	Present Grade _____
_____	Age _____	Present Grade _____

Financial aid is available to families who are unable to pay the full tuition.

Verification:

I verify that the information provided in this form is accurate to the best of my knowledge. After a review of the pre-admission form and required items you will be notified if your child is accepted. Acceptance will be conditional upon a review of the student's first four weeks at school at which time a parent/teacher conference may be required.

The Parents and/or Guardians of the applicant student hereby agree that they and their applicant student will abide by each of the policies and procedures that may be adopted from time to time by the Diocese of Harrisburg and by the Our Mother of Perpetual Help School, including but not limited to those set forth or referred to in the Diocese of Harrisburg's School Policies and Regulations and/or Our Mother of Perpetual Help's Parent/Student Handbook.

Parent/Guardian Signature _____ Date _____



Parish Membership Verification

Families new to the school, please submit this form to your parish for membership verification.

Name of Parish: _____

Location: _____
Street City Zip

Parish Envelope Number: _____

Parent(s)/Guardian(s) Name: _____

Address: _____
Street City Zip

Phone Numbers: _____
Home Cell Work

Student(s) Name:	Grade:
_____	_____
_____	_____
_____	_____
_____	_____

This section to be completed by the Parish:

Family is registered in this Parish _____
Family is NOT registered in this Parish _____

Notes: _____

Pastor's Signature: _____ Date: _____

**Please return this form to: Our Mother of Perpetual Help School
330 Church Avenue
Ephrata, PA 17522**