



St. John Neumann Academy

K – 8th Grade Admission Procedures

In order for a new student to be considered for enrollment at St. John Neumann Academy, the following procedures and forms must be completed:

Application:

The following items must accompany the completed Application for Admission (attached):

- A copy of the student's Birth Certificate & Baptismal Certificate (if Catholic)
- A \$50.00/child non-refundable Application Fee (made payable to St. John Neumann Academy)
- A copy of the student's school file (including report cards with teacher comments and the student's most recent standardized test scores - not applicable for rising Kindergarten students)
- A copy of the student's most recent standardized test scores (not applicable for rising Kindergarten students)
- A copy of all educational testing results/evaluations not included with school records (private testing, counseling & mental health evaluations, etc.)
- A Commonwealth of Virginia School Entrance Health Form and accompanying Immunization Record
- A copy of Custody decree (if applicable)

Parent Interview:

As part of the admission process, both parents/guardians (if applicable) must visit the academy and meet with the Director, the Lead Teacher, and classroom teacher. After receiving the application, a parent interview will be scheduled.

Student Visit:

All 1st – 8th Grade students are required to spend a full school day at the academy prior to being considered for admission. Grade-level assessments will take place during the visit. After receiving the application, we will schedule your child's visit.

Admission:

Within seven business days of the completion of the Admission Process, the family will be notified if the student will be accepted to St. John Neumann Academy. A new student will be accepted to the academy on the condition that:

- Classroom space is available.
- The student has both a good conduct **and** a good attendance record at his/her previous school(s).
- The parents/guardians and student are willing to accept the responsibilities involved in a successful educational experience (i.e. adhering to the policies outlined in the Parent/Student Handbook and the academy's Code of Conduct, fostering strong home/school communications, participating in school life).
- Any requirements for accommodations required to assist a student's learning will be discussed and reviewed to determine whether our academy has the resources to provide special assistance.

Questions:

Please direct any questions regarding the Admission process to the academy Director at (540) 552-7562 or julia.wharton@sjnacademy.org.