



St. Timothy School

K – 7TH GRADE APPLICATION

Dear Prospective St. Timothy School Family,

Thank you for your interest in St. Timothy School. We are a Catholic Elementary School, grades Pre-Kindergarten through 8th grade, located in West Los Angeles at the corner of Pico Blvd. and Beverly Glen Blvd. We are dedicated to the education of children academically, emotionally, and spiritually, with the commitment of nurturing the education of the *whole* child. It is our wish to encourage each child to embrace the love of learning and a life of learning. We welcome students and families of all faiths and value our diverse community.

St. Timothy School offers a challenging curriculum and a variety of extracurricular programs. Please browse through our website to familiarize yourself with our school community at www.sttimothy.org.

We recommend all applicants attend our Open House in October. You will have the opportunity to visit our classrooms and meet our teachers who will speak more specifically about their grade level curriculum.

Please make note of the important dates for the application process and do not hesitate to call or email me if you have any questions.

Thank you again for your interest in St. Timothy School and I look forward to meeting you.

Sincerely,

Yolanda Oleniacz
Director of Admissions
St. Timothy School
310-474-1811 ext.42
admissions@sttimothy.org



St. Timothy School

ADMISSION POLICY

As a Catholic elementary school, we welcome families and students who desire a challenging curriculum within a strong educational emphasis on faith, life-long learning, service and leadership.

A student is admitted to St. Timothy School after the principal has reviewed the following indicators for potential success in a school such as St. Timothy:

- Results of the readiness assessment evaluation conducted by Chancy and Bruce Educational Resources, Inc.
 - Previous academic and behavior grades.
 - Previous standardized test scores.
 - Administrator Evaluation and School Records
-

IMPORTANT DATES

October 5, 2009	Applications available
October 8, 2009	OPEN HOUSE - 6:30PM – 8:30PM
November 4, 2009	School Tour – 9-10AM
December 2, 2009	School Tour – 9-10AM
December 18, 2009	Applications Due with \$75 Fee (\$20 late)
January 15, 2009	Administrator's Evaluation and School Records
January 9 and 16	Assessment testing scheduled for applicants
February 19, 2009	Letters of Acceptance are mailed

Pupil Information Form

Pupil

Last Name _____	Birth date _____
First Name _____	Birth Place _____
Middle Name _____	Social Security# _____
Address _____	Child's Religion _____
City _____	State _____ Zip _____
Home Phone _____	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female

Mother

If you are not the child's mother, please indicate your relationship to the child

Last Name _____	Birth date _____
Maiden Name _____	
First Name _____	Birth Place _____
Middle Name _____	Occupation _____
Address _____	Social Security # _____
	Mother's Religion _____
City _____	State _____ Zip _____
Home Phone _____	Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married
Work # _____	<input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Deceased
E-mail _____	Driver's License _____

Father

If you are not the child's father, please indicate your relationship to the child

Last Name _____	Birth date _____
First Name _____	Birth Place _____
Middle Name _____	Occupation _____
Address _____	Social Security # _____
	Father's Religion _____
City _____	State _____ Zip _____
Home Phone _____	Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Married
Work # _____	<input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Deceased
E-mail _____	Driver's License _____

Pupil Information Form

Enrollment Information

Grade Entering _____

Date of Registration _____

Previous School _____

Your Local Public School _____

After School Arrangements

What arrangements do you have for your child after school? _____

If your child is picked up after school by someone other than you, please indicate the Names of the drivers or transportation service.

Name _____ Phone _____

Name _____ Phone _____

Name _____ Phone _____

Will your child be taking the bus? Yes No

Will your child be going to Day Care? Yes No

Other Information

What Church does your family attend? _____

Does your child have documented Learning Disabilities or IEP? _____

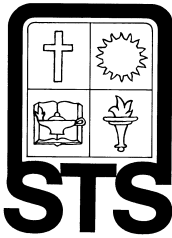
Does your child have documented Behavioral Concerns? _____
(ADHD, ADD, etc.)

Are you applying to another school? Yes No

If yes, what school? _____

Why did you want your child to attend St. Timothy's? _____

Thank you!



St. Timothy School
10479 West Pico Blvd.
Los Angeles CA 90064
310 474-1811

Family Demographics Questionnaire

1. Please check all the people living in the child's primary home:

- | | | |
|--|---------------------------------------|--|
| <input type="checkbox"/> Biological Mother | <input type="checkbox"/> Full Brother | <input type="checkbox"/> Grandmother |
| <input type="checkbox"/> Biological Father | <input type="checkbox"/> Half Brother | <input type="checkbox"/> Grandfather |
| <input type="checkbox"/> Step Mother | <input type="checkbox"/> Step Brother | <input type="checkbox"/> Great Grandmother |
| <input type="checkbox"/> Step Father | <input type="checkbox"/> Full Sister | <input type="checkbox"/> Great Grandfather |
| <input type="checkbox"/> Guardian | <input type="checkbox"/> Half Sister | <input type="checkbox"/> Aunt |
| <input type="checkbox"/> Family Friend | <input type="checkbox"/> Step Sister | <input type="checkbox"/> Uncle |
| | | <input type="checkbox"/> Cousins |

2. Please list the number of people from the following age groups living in the child's primary home:

- | | | |
|--------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> 0-5 years | <input type="checkbox"/> 16-20 years | <input type="checkbox"/> 41-50 years |
| <input type="checkbox"/> 6-10 years | <input type="checkbox"/> 21-30 years | <input type="checkbox"/> 51-60 years |
| <input type="checkbox"/> 11-15 years | <input type="checkbox"/> 31-40 years | <input type="checkbox"/> over 60 years |

3. Number of children attending the following:

Elementary School:

___ Public

___ Private

High School:

___ Public

___ Private

College:

___ Public

___ Private

4. Marital Status

Mother:

Married

Separated

Divorced

Remarried

Widowed

Other _____

Father:

Married

Separated

Divorced

Remarried

Widowed

Other _____

5. Level of Education:

Mother:

High School

Some College

College Degree

Father:

High School

Some College

College Degree

Highest level of education _____ Degree

6. Extended Family: Please mark the number of extended family members (i.e. aunts, uncles, cousins, grandparents) who live within a 50 mile radius of the child's primary home:

0-5

6-10

11 or more

7. *Employment:*

Mother

- Unemployed - by choice
- Unemployed – in transition
- Working out of home
- Employed

Father:

- Unemployed - by choice
- Unemployed – in transition
- Working out of home
- Employed

8. *Please indicate the total family income*

- Under \$20,000
- \$20-30,000 \$41-50,000 \$61-70,000 \$81-90,000
- \$31-40,000 \$51-60,000 \$71-80,000 \$91-100,000
- over \$100,000

9. *Religious Associations*

Religion of Mother _____

- Attends worship
- Weekly
- Occasionally
- Twice a month
- Special Occasions
- Never

Religion of Father _____

- Attends worship
- Weekly
- Occasionally
- Twice a month
- Special Occasions
- Never

We worship regularly as a family
We attend other religious activities

- yes no
- yes no

10. *Ethnic/Cultural Heritage*

- African American Asian Latin/Hispanic Pacific Islander
- American Indian Caucasian Middle Eastern Filipino

11. *Languages spoken in the home:*

Major Language _____

Other Languages _____

12. *Academics and Leisure*

- Formal Tutoring (subject)_____
- Parish Activities
- Community Service
- Sports (specify)_____
- Reading (hrs. per week)
- Musical Instrument
- Voice
- Boy / Girl Scouts
- Sporting Events
- Television
- Day Trips
- Museum Trips
- Computer for academics
- Computer for entertainment

13. *Family involvement in organized cultural organizations or events – please describe:*

Child's Name _____

Date _____



St. Timothy School
10479 West Pico Blvd.
Los Angeles, CA 90064
310-474-1811

ADMINISTRATOR EVALUATION

Please have this form completed by your current school Administrator and mailed to St. Timothy School.

Student's Name (please print) _____
Last First Middle

School _____ School's Phone _____

Family Information	Consistently	Usually	Sometimes	Rarely
Communicates openly with school?				
Participates in school activities?				
Cooperates with classroom teachers?				
Cooperates with administration?				
Follows the rules and policies of the school?				
Has realistic expectations for their child?				

Does this student's record at your school contain: (Please explain any YES answers)

Documented Learning Disabilities or IEP? _____

Documented Behavioral Concerns? _____
(ADHD, ADD, etc)

Extraordinary Health or Medical Concerns? _____

Extraordinary Disciplinary Problems? _____
(suspensions, Frequent infractions, etc.)

We welcome any other information that you think would be helpful. Your professional comments are held in strictest confidence.

Administrator (please print) _____

Signature _____ Date _____



St. Timothy School
10479 W. Pico Blvd.
Los Angeles, CA 90064
310-474-1811
310-470-1391 (Fax)

PARENT AUTHORIZATION FOR RELEASE OF SCHOOL RECORDS

TO: (NAME OF PREVIOUS SCHOOL)
SCHOOL _____
ADDRESS _____
CITT, STATE, ZIP _____

In accordance with the FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 and CALIFORNIA STATE LAW, I hereby authorize the release to the below named school all school records, including grades, test scores, health, and any other developmental information regarding the below named pupil:

NAME OF STUDENT _____
DATE OF BIRTH _____
SIGNED _____
PARENT OR GUARDIAN
DATE _____

Please send the above requested records to:

St. Timothy School
10479 West Pico Blvd.
Los Angeles, CA 90064



As a Catholic School, St. Timothy is committed to educating the whole child, mentally, physically and spiritually. All families enrolled at St. Timothy are therefore expected to be active members of their community. We therefore ask that you have this form completed by your priest or minister. If you are a member of St. Timothy Church, you only need to check the space on the form, and we will verify the records.

Student's Name: _____

I am an active member of St. Timothy Church.

Name: _____

Address: _____

City, State, Zip: _____

My child's name is: _____

Daytime Phone: _____

I am a member of the congregation below. (Please have your pastor sign this form below and return it with your enrollment packet.)

Denomination and Church: _____

Church Address: _____

City, State, Zip: _____

Church's Phone: _____

This family is active in our church or congregation: _____

Pastor's Signature



**St. Timothy School
10479 West Pico Blvd.
Los Angeles, CA 90064**

To: School Parents and New Applicants

From: Father Paul Vigil, Pastor, and Iselda E. Richmond, Principal

Subject: Tuition Policy for St. Timothy Parishioner Rate

An active member of St. Timothy parish is one who is officially registered in the parish and is a regular participant in Sunday worship. An active parishioner is one who is involved in parish activities, and is making financial contributions on a regular basis.

Any family who wishes to receive the St. Timothy Parishioner rate for tuition must show active parishioner status for a minimum of one year prior to January 1st of the year they are re-registering/applying to St. Timothy School.

Each family who is receiving the parishioner discount will be expected to donate at least \$1,000 from January 1st to December 31st of that calendar year.

Every school family's status will be reviewed each January for the St. Timothy Parishioner Rate. This will be verified with church records and envelope number. If there is a change in status, the family will receive a letter explaining the review.

Fee Schedule 2010-2011

Application Fee: \$75 (cash, check or money order payable to St. Timothy School by deadline date or \$20 late fee.)

Grades K-8	Annually
Enrollment Fee	\$440
*Catholics registered In St. Timothy Parish	\$5,975
Catholics not registered in St. Timothy Parish & Non-Catholics	\$7,500

Other required payments include:

1. PTA dues of \$50.00, due by the first day of school
2. Required fundraising of \$300, comprised of \$200 in candy/gift wrap fundraiser sales (or \$100 cash donation) **and** \$200 in raffle ticket sales for "Raffle Mania".
3. Thirty (30) Service Hours throughout the school year, **of which 15 hours must be completed in any of the following areas:** PTA Board, Annual Fund Committee, and/or Marketing Committee. Of the total 30 service hours, the first fifteen (15) hours of service must be completed by December 31, 2010 and the remaining fifteen (15) hours of service must be completed by May 15, 2011. Families will incur a charge of \$10.00 per hour not completed by the specified deadline.
4. There are three (3) required meetings per school year. A minimum of one (1) parent/guardian/family representative is required to attend **all** of the following three meetings: Back to School Night, Principal's Social, **and** Spring PTA Meeting. Failure to attend the meetings as described above will result in a \$50 fee per unattended meeting.

These obligations are per family, not per child. If these obligations are not paid when due directly to St. Timothy School PTA, the required amounts will be billed through FACTS Tuition Management Services in addition to the regular monthly payment.

All checks returned for insufficient funds will be charged a \$25.00 fee.

**Tuition payments are payable to:
FACTS Tuition Management Services.**

Discounts: I may deduct \$100.00 from my annual tuition if I pay the entire year in advance before September 1st.

* To receive the parishioner rate, families must be registered with St. Timothy Church for at least one year. Members must contribute at least \$1,000 for calendar year 2008. If the minimum required is not met, then you will be billed at the Non-Parishioner Rate for 2010-2011.

St. Timothy School



We are aware that parents today have many choices as to where to educate their child.

We believe that a St. Timothy School education makes the difference.

You may already know of families who are looking for a school that will provide this quality of education for their child. Please list the names of these families so that we may send them an informational brochure.

Thank you!

Name: _____
Mr./Mrs./Ms. First Last

Address: _____
Street City State Zip

Interested in grade: _____

Name: _____
Mr./Mrs./Ms. First Last

Address: _____
Street City State Zip

Interested in grade: _____

Name: _____
Mr./Mrs./Ms. First Last

Address: _____
Street City State Zip

Interested in grade: _____

Name: _____
Mr./Mrs./Ms. First Last

Address: _____
Street City State Zip

Interested in grade: _____



APPLICATION PACKET - K- 7th Grade

CHECK OFF LIST

Have you filled out and included the following?:

- Pupil Information Form
- Family Demographics Questionnaire
- Administrator Evaluation Form
- School Records Release (give to current school)
- Religious Participation Form
- \$75 Application Fee