

# Admissions Packet

**ST. STANISLAUS KOSTKA  
ACADEMY**



**Faith Virtue Valor  
Est. 1874**

## **Our Mission:**

St. Stanislaus Kostka Academy commits to challenging our students to achieve academic and social excellence, lead by action and example, and to serve and love God through others.



Dear Parent / Guardian,

Thank you for your interest in St. Stanislaus Kostka Academy.

We are here to help and guide you through the steps for admissions to St Stanislaus Kostka Academy. Enclosed within this message are important details and instructions that will help ensure a smooth and efficient application process.

Enclosed are the following documents:

- Admissions Checklist for Parents/Guardian
- Release of Records Form
- Affording a Catholic Education - Financial Aid

**To start the application process:**

1. Please submit an Online Admissions Application found on our school website
2. Submit any additional documents requested by on the application via email at [office@ststanschicago.org](mailto:office@ststanschicago.org) or visit our main office

Once all items are received, the admissions committee will review the file and the office will contact you when a decision has been made.

Please read through all the documents carefully. Should you have any questions or need further information, please feel free to contact our main office at at 772.278.4560 or via email at [office@ststanschicago.org](mailto:office@ststanschicago.org)

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# Admissions Checklist

Admissions Checklist - Grades PK3- 8TH	
	Online Admissions Application
	Two Most Recent Report Card (1st - 8th)
	Standardized Test Scores (1st - 8th )
	Record of Immunizations
	<b>IF APPLICABLE</b>
	504 Plan
	IEP ( Individualized Education Program)
	Baptism Certificate
	First Communion Certificate
	Financial Aid Application Submitted ( FACTsmgt)
	<b>NEED AT TIME OF REGISTRATION IF ACCEPTED:</b>
	Release of Records Form
	Enrollment Contract ( provided upon acceptance)
	Proof of Legal Guardianship (if applicable)
	\$350.00 Registration fee (non-refundable).



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# Request for Release of Records

<b>Name of Applicant:</b>			
<b>Date of Birth:</b>		<b>School Year Applying For:</b>	20__ - 20__
<b>Entering Grade:</b>	<input type="checkbox"/> K <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8		
<b>Previous School:</b>			

In accordance with Federal and State Laws, I hereby Authorize the release of records of student listed above

<b>Parent/Guardian Name:</b>			
<b>Parent/Guardian Signature:</b>		<b>Date:</b>	
Signature of Requesting School Representative			
<b>Title</b>		<b>Date:</b>	

## RECORDS TO BE RELEASED:

- Most recent Report Card indicating conduct and effort grades for all completed quarters
- Final Report Card from previous two (2) school years
- Standardized Test Scores (i.e. ITBS, Terra Nova, MAPS, PSAT, FSA, Stanford Achievement, etc.)
- Discipline Records
- Attendance Records
- Individual Literacy Plan (If applicable)
- IEP (Individual Education Plan)
- 504 Plan ( if applicable)
- Immunization/Health and Medical Records
- Psychological and/or Sociological Records
- Copy of Birth Certificate
- Other: \_\_\_\_\_

**The above listed official sealed documents and this completed form are to be released to:**

St. Stanislaus Kostka Academy  
ATTN: Registrar  
1255 N Noble St. Chicago, IL  
60642

A digital version of these documents and this form may be scanned/mailed to [office@ststanschicago.org](mailto:office@ststanschicago.org) or faxed to (773)278-9097 as confirmation that the official documents are being mailed. The school releasing the records may keep a copy of this agreement as record of parent/guardian permission.

<b>School Releasing Records:</b>		<b>Date:</b>	
<b>Registrar/Secretary Name:</b>			
<b>Registrar/Secretary Signature:</b>			



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## A CATHOLIC EDUCATION IS WITHIN YOUR REACH !

St. Stanislaus Kostka Academy strives to provide high standards of education and extracurricular activities while maintaining tuition as affordable as possible.

While we charge less than the actual cost to educate a student, we bridge this difference by working diligently to find financial support from our parish community members and friends of the parish and school. They support us by sharing their time, talent, and treasure.

It is our goal that no child will be refused a quality Catholic education due to financial need. We will work to find a financial solution for any family who wants to send their child to St. Stanislaus Kostka Academy.

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### **FACTS Tuition Management**

To apply for financial assistance, you must create a FACTS account and click on financial aid/tuition assistance and complete the form. All families are required to reapply each year for the Tuition Assistance Program. You must complete and submit your form to be considered for financial assistance. FACTS Management will notify St. Stanislaus Kostka Academy when this has been completed.

### **Tax Credit Scholarship**

All families are asked to apply for the Tax Credit Scholarship

With **Flexible Payment Options**, you choose the payment option that works best for your family. In-Full, semi-annually, or in monthly installments using our automatic FACTS payment plan.

[www.factsmgt.com](http://www.factsmgt.com)

For more information please visit our school or email us  
1255 N Noble St. Chicago, IL 60642 | [office@ststanschicago.org](mailto:office@ststanschicago.org)