



Admission Procedures

CHECKLIST

The following items are required before the Admission Committee can consider an applicant's file complete:

- Application and Application Fee – Please enclose a small photo of applicant.**
- Academic Records and Standardized Test Scores - for all years your child has been in school**
- Parents are responsible for requesting these records directly from the child's school(s).
- Entrance Examination - to be taken at an individually scheduled time**
- Recommendation Forms - to be delivered to the appropriate teachers and returned directly to the SSH Admission Office.**
- Birth Certificate and Immunization Records - (copies)**
- Interviews – Applicant and parent interviews will be scheduled upon testing AND receipt of all items mentioned above.**

PROCESS

Applications should be submitted to the SSH Admission Office as early as possible. You are responsible for delivering the Transcript Release(s) to your child's current and past schools and the Teacher Recommendation(s) to the appropriate person(s) at his/her current school. These materials must be sent to us directly from the school/teacher. We will not accept hand-delivered items. After the application is received, we will contact you to set up a testing date. Applicant and parent interviews are the final phase of the admissions process. Interviews will be scheduled after testing AND once all above-listed items are received.

Entrance exams are scheduled on an individual basis. Appointments may be made through the SSH Admission Office. No student may sit for the entrance exam until an application and fee has been submitted.

Decisions made by the Admission Committee are final and cannot be appealed.

DEADLINES

Schools of the Sacred Heart follows the process of rolling admissions. We ask that you submit your application with consideration for the time required to test and interview, as well as to receive his/her academic records and completed recommendation forms. We strongly recommend that you apply early to ensure sufficient time to complete the admission process.

FINANCIAL ASSISTANCE

Schools of the Sacred Heart provides limited financial assistance to qualifying day students. Residential students are able to receive assistance on tuition but not on boarding fees. Any family interested in applying for assistance should indicate this on the application. SSH utilizes the services of Financial Aid for School Tuition (FAST). Applications are completed online. Access to the FAST program is obtained through our school website (www.sshcoteau.org).

The financial assistance process is separate from that of admissions. Decisions regarding financial assistance are made only after an applicant has been accepted.