

1. **Non-Discrimination Policy:** Ascension School does not discriminate on the basis of race, gender, sexual orientation, or ethnic origin in its admissions or in administering any educational policies, tuition assistance, or any school administered programs and activities.
2. **Age Requirements:** Children must meet the following age requirements by September 1 of the year of their admission:

PK3 - 3 years,
PK4 - 4 years,
Kindergarten - 5 years,
First Grade - 6 years.

3. **Admission Priority Categories:** If there are more applicants than can be accepted based on class size limits as determined by the Principal and the School Board, applicants will be given priority as follows:

Currently enrolled students in good standing whose tuition and fees are paid and up-to-date.

- a. Siblings of the above.
 - b. Former students and siblings of alumni.
 - c. Other children of Ascension Parishioners. Families will be considered Parishioners if they are registered as such at the Rectory and are financially contributing to the Parish on a regular basis.
4. **Priorities Within a Category:** If all applicants within a given priority category can not be accommodated, an Admissions Committee will determine which students to admit.
 - a. The Committee will consist of the Pastor, the Principal, member(s) of the Parish Staff, and representative(s) from the School Board.
 - b. The following criteria may be used by this committee:
 - i. Length of time the family has been at Ascension.
 - ii. History of legacy (parents, grandparents, extended family at Ascension).
 - iii. Level of participation by the family in the Parish and school through contributions of time, treasure and talent.
 - iv. Opportunities to increase the diversity in the school community.

5. No Preferential Treatment: The categories and criteria listed in paragraph 3 and 4 above are intended for admissions priorities only and so not imply any preferential treatment of students once admitted. Specifically, the assignment of students to a particular teacher or session is at the Principal's discretion, and will not be based on the above criteria.
6. Early Childhood Over-Enrollment: Over-enrolled early childhood sections will use the following criteria to determine child placement:

First Priority: Families with two or more children in the Early Childhood Program.

Second Priority: Families who have children enrolled in grades 1-8.

Remaining placements will be determined by lottery.
7. Transfer Students: New students entering grades 1 to 8 must be tested and interviewed before an application can be accepted. The testing is scheduled in the spring and summer. The Principal makes the final decision about academic eligibility and placement.
8. Priority Registration: Each winter, current Ascension students may be registered for the following year before other applicants are considered. In order to maintain priority status, completed registration packets and deposits must be returned by the deadline and the family must be up-to-date in all payments.
9. Open Registration: Following the priority registration deadline, registration will be opened for all others. Applications will not be considered until they are complete, including any fees, deposits, birth certificates, baptismal certificates, medical records, and other completed paperwork required by the application. The deadline for applications is two weeks before the beginning of the school year.

Amendment Proposed & First Reading 4/20/09 (Section 6)
Amended & Passed 5/11/09