

## SMHS Application Checklist

Name \_\_\_\_\_

### Required Documentation

X	Date	Type	Description
<input type="checkbox"/>		Application Form	St. Michael the Archangel High School
<input type="checkbox"/>		Application Fee	This non-refundable \$65 fee should be submitted with the application.
<input type="checkbox"/>		Student Statement	One or two paragraph statement about why applicant would like to attend SMHS and what he/she expects to gain from continuing his/her education here.
<input type="checkbox"/>		Copy of Baptismal Record	Required if applicant is Catholic.
<input type="checkbox"/>		Completion of Entrance Exam	Applicants must either sit for the Diocesan High School Admissions Placement Exam, or schedule and take the SMHS entrance exam.
<input type="checkbox"/>		Transcript Release Form	Complete the top portion of this form and submit it to the applicant's current school, requesting that transcripts be mailed directly to SMHS.
<input type="checkbox"/>		Mathematics Teacher Recommendation	Completed forms must be sent directly to SMHS by the applicant's school.
<input type="checkbox"/>		English Teacher Recommendation	Completed forms must be sent directly to SMHS by the applicant's school.
<input type="checkbox"/>		Character Recommendation	Completed forms must be sent directly to SMHS by the recommender.
<input type="checkbox"/>		Foreign Language Recommendation	For students who have taken a foreign language in middle school only. Completed forms must be sent directly to SMHS by the applicant's school.
<input type="checkbox"/>		Interview	The Admissions Office will contact candidates to schedule an interview upon receipt of application materials. All interviews will take place at SMHS.

### Optional Documentation

<input type="checkbox"/>		Application for Financial Assistance	Financial assistance is given on a first-come, first-served basis. Families who wish to be considered for financial aid must complete the forms online at <a href="http://www.factstuitionaid.com/FACTS/gaapp">www.factstuitionaid.com/FACTS/gaapp</a> .
--------------------------	--	--------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------