

To ensure that the application is processed in a timely manner, applicants should follow the steps as outlined below. **Admission of students for the 2010-2011 school year is limited to incoming ninth, tenth, and eleventh grade students.** Failure to complete all required information on the admission application and/or failure to submit all required documents will halt the admission process.

Step 1 – Required Application Information Submitted to MDCHS

- Application for Admission with:
 - Attached Picture of Applicant
 - Front Portion Completed by Parent
 - Student Questionnaire Completed by Student Applicant
- School Recommendation – **Math** (top portion completed by parent; bottom to be completed by applicant’s **current math teacher** and mailed by teacher to MDCHS).
- School Recommendation – **English** (top portion completed by parent; bottom to be completed by applicant’s **current English teacher** and mailed by teacher to MDCHS).
- Release of Records – Top portion completed by parent and then given to applicant’s **current school principal, registrar or counselor** who will mail to MDCHS the following:
 - Copy of the students’ report cards from grades 6, 7, and 8 (9 and 10 if applicable)
 - Academic records from any other school that the student might have attended
 - All standardized testing records (ITBS, CRCT, Stanford, etc.) at least from the past 2 years
 - A copy of the latest Georgia immunization records
 - Any copies of additional educational psychological testing that may have been administered
- Copy of **Applicant Birth Certificate**
- Copy of **Applicant Social Security Card**
- Non-refundable \$75.00 application/testing fee made payable to “Monsignor Donovan Catholic High School.”

Step 2 – Admissions Testing

Parents are asked to call MDCHS to schedule a testing time from two available dates. These dates are: February 20, 2010 and February 27, 2010 from 9:00 – 11:00 am.

Step 3 – Notification of Acceptance for Enrollment

- MDCHS will admit the most qualified applicants. Enrollment is based upon:
 - Academic performance
 - Teacher recommendation
 - Behavior record
 - Willingness to abide by philosophy and rules of the school
 - Student Questionnaire
 - Admissions test results

- Available space
- Written notification of admission status and tuition assistance award will be mailed to parents March 26, 2010.

Step 4 – Tuition Assistance (Optional)

If you intend to apply for tuition assistance for the 2009-2010 academic year, please see the information sheet in the Admissions packet. The completed tuition assistance application must be submitted directly to FACTS no later than **February 22, 2010**. Tuition assistance (financial aid) is available. Depending on the student's previous enrolment, aid may come from either Georgia GOAL or our internally-funded tuition assistance program. Please contact our Business Office for more information.