



## Pre-Admission Checklist

Space availability for the upcoming school year is determined in January and depends on the number of currently enrolled students returning.

### **Order of Acceptance (Nursery–Grade 8):**

1. Early Bird Applicants of Current SWS Families (Nursery and Pre-Kindergarten)
2. Siblings of students currently attending St. William's
3. Active, registered parishioners currently attending St. William's
4. Active, registered parishioners
5. Non-parishioners

### **Required Application Items:**

- \_\_\_\_\_ \$200 Application Fee per child (**Non-Refundable**)
- \_\_\_\_\_ Initial Online Student Application completed & [Prospective Student Pre-Admissions Information](#)
- \_\_\_\_\_ Copy of Birth Certificate
- \_\_\_\_\_ Copy of Baptismal Certificate
- \_\_\_\_\_ Copies of First Reconciliation and First Holy Communion Certificates (Grades 3+)
- \_\_\_\_\_ Health documentation: current physical, dental record, and immunizations compliant with NYS law
- \_\_\_\_\_ Copy of IEP or 504 Plan if applicable (must be submitted for review before acceptance)
- \_\_\_\_\_ Signed Authorization for Release of Records (Grades 1–8)
- \_\_\_\_\_ Report Cards and Standardized Test Scores (Grades 1–8)

### **Grade-Level Requirements:**

- \_\_\_\_\_ Nursery: Child must be 3 years old by 12/1 and fully toilet trained
- \_\_\_\_\_ Pre-Kindergarten: Child must be 4 years old by 12/1 and fully toilet trained
- \_\_\_\_\_ Kindergarten: Admission based on academic screening results
- \_\_\_\_\_ Grades 1–8: Admission based on conduct reports, academic records, and standardized test results.



**The pre-admissions review will begin only after all required documents have been received.**

An application fee of \$200 per student is required at this time. To submit this fee online, scan the code or visit <https://stwilliamtheabbot.net/application-fee> (Cash payments will not be accepted at the school.)