



ATTACHMENT 1 – ALL HIGH SCHOOLS

Statement Regarding Admissions Timeline

REVISED – July 30, 2013

The Department of Catholic Schools requires that all **Archdiocesan, Parish and Private Catholic High Schools** observe the following regarding admission of incoming ninth grade students:

- (a) The **earliest date the placement exam can be administered** for applicants is the **last Saturday of January**. There is no limit as to the number of times a high school may administer the placement exam after this date.
- (b) The **earliest date that the parent/student may be notified of the student's acceptance**, tuition assistance, financial aid, etc. is the **first Friday of March**.
- (c) The **earliest date that payment can be required to secure a place** for the student and/or register the student for the ninth grade year is the **second Friday of March**.
- (d) In a spirit of collaboration with other Catholic high schools and in consideration of the parents of eighth graders, Catholic high schools should avoid requiring testing at the school site for an applicant to be considered for admissions acceptance or financial aid.
- (e) Catholic High Schools **may require** testing at the school site for an applicant to be considered for academic merit scholarship but not earlier than the **last Saturday of January**.
- (f) In a spirit of collaboration with other Catholic high schools and in consideration of the parents of eighth graders, Catholic high schools will forward full placement exam scores to all other schools requested by the parent **as soon as possible**.
- (g) A Catholic high school may not recruit (especially through a larger tuition assistance offer) a student whose parent has paid registration at another high school.
- (h) An archdiocesan or parish high school (unless a Cristo Rey school) may not offer tuition assistance at more than 80% of the school's tuition rate. Exceptions for economic reasons only must be approved by the assistant superintendent (for archdiocesan schools) or the pastor (for parish schools).

All Catholic High Schools in the Archdiocese of Los Angeles (Archdiocesan, Parish and Private) are expected to observe A – G in order to maintain good relations with the Archdiocese of Los Angeles, the Department of Catholic Schools, the Catholic Athletic Association (C.A.A.) and to maintain access to Catholic elementary schools and parish Sunday bulletins.

Implicit in this policy is the understanding that offers of acceptance, financial aid, tuition assistance, etc., conditional acceptance, even if not official, will not be extended to parents/students prior to these dates.