

**ADMISSIONS: ENROLLMENT PROCEDURES**

Each school in the Diocese of Harrisburg determines its own class size policy as warranted by local conditions.

1. The following procedure is to be used in determining admission priorities for Catholic children of parishioners:
  - a. From families with children already enrolled in the school;
  - b. Now reaching school admission age;
  - c. Of new parish families whose children have been in Catholic schools, if such were available; NOTE: a few spaces to accommodate such students should be held until a date specified by the Principal;
  - d. Transfer students from public schools:
    - 1) Who regularly attended parish religious education classes;
    - 2) Who did not regularly attend parish religious education classes.
2. After accommodating its own parishioners and after leaving room for new parishioners, each school may make openings available for other students. The following priorities for admission are to be observed by the Pastor/Executive Director and Principal:
  - a. Children of Catholic parishes without schools;
  - b. Catholic children who transfer:
    - 1) From Catholic schools that are being discontinued;
    - 2) From Catholic schools not offering total programs (e.g., K-8);
    - 3) From other Catholic schools;
    - 4) From public schools.
  - c. Children of other faiths:
    - 1) From families with children already enrolled in the school;

- 2) Now reaching school admission age whose parents desire a religious atmosphere for their children's education;
- 3) Transfer students from public schools.

Age, health, academic, conduct and financial requirements, as well as conditions for enrollment as outlined in Policy # 5112 (ADMISSIONS: ENROLLMENT REQUIREMENTS) are binding. Religious education requirements, in accord with Policy # 5118.2 (RELIGIOUS EDUCATION REQUIREMENTS FOR NON-CATHOLIC STUDENTS) are likewise binding.

Once a student has been accepted into the school, that student will not be asked to leave the school to make room for another student.

Policy  
Revised: May 30, 1996

NCD/Bishop of Harrisburg