



**St. John Catholic School**  
**816 S. Keeler, Bartlesville, OK 74003**  
**918-336-0603**

### **Admission Policy**

There shall be no discrimination in enrollment practices on the basis of color, race, national or ethnic origin, sex or disability in our school. We are a religiously oriented school for the Catholic community, but we welcome members of other denominations.

Diocesan and school admission policies shall be promulgated in writing to all parents/guardians and parishioners and included in this handbook. Every effort will be made to serve children of supporting parishioners. Cooperation of parents/guardians with the church and school is an important criterion in approving the admission and annual re-enrollment of the student.

To clarify the above statements:

All students shall be admitted conditionally.

No person shall be admitted as a student to St. John Catholic School unless that child and his/her parent(s)/guardian(s) subscribe to the school's philosophy and agree to abide by the educational policies and regulations of the school and diocese.

Please refer to the following policy:

### **St. John Catholic School Admission and Re-enrollment**

**Suitability:** In order to identify the needs of an applicant for admission or of a current student seeking re-enrollment by St. John School, new applicants and current students shall be assessed yearly prior to acceptance for admission or re-enrollment. The determination of acceptance for admission or re-enrollment to the school shall be dependent upon the suitability of the school for the applicant/student, the applicant/student for the school, and the ability of the school to meet the needs of the applicant/student.

**Admission Priority:** Priority admission to St. John Catholic School will be given to active Catholic families using the following criteria, listed in order of importance:

- Families of contracted employees of the School or Parish
- Catholic siblings of current students of St. John Catholic School
- Catholic families who are registered and active members of a Parish in the Bartlesville Catholic community or surrounding Parishes
- Non-Catholic students with siblings currently enrolled in St. John Catholic School
- Catholic siblings of graduates (within the past 4 years) of St. John Catholic School

Catholic families not registered in a parish

Non-Catholic students

If a tiebreaker is needed, the pastor and principal will review applications and make the final decision. The date for application may or may not be used as a determining factor.

Active Parishioner: To qualify as an “Active Parishioner” and to qualify for the Active Parishioner tuition rate, an applicant’s or current student’s Family (as defined below) will be considered based upon all of the following criteria:

Registered at a Bartlesville parish or surrounding community Parish for a minimum of six months\*

Attendance at Mass on a regular basis

Financial support of the Parish, commensurate with one’s ability, through the consistent use of the envelope contribution system

Active participation in parish and/or school activities

A minimum of 25 documented hours of active volunteer service to the School/Church (applies to re-enrollment in grades 1-8 only)

Other factors, including length of service as an Active Parishioner, may be applied to determine order of admission and to establish an Enrollment Waiting List of applicants who have applied and been reviewed for admission but who have not yet been admitted. Note: “Family” is defined as the student, his or her brothers and/or sisters and his or her parent(s)/guardian(s). For purposes of admission and tuition policies, the fact that grandparents and/or other relatives of the student are Active Parishioners will not qualify the student for the Active Parishioner tuition rate or admission status except in extraordinary circumstances and upon application to the pastor.

If an Active Parishioner Family with more than one school age child should apply for multi-level enrollment

and space not be available for each child, then those children not admitted will be placed on the Enrollment Waiting List after the names of other Active Parishioners already on that list.

Other: Extenuating circumstances, as determined by the principal and pastor, may result in a variance of the foregoing policy.

\*A family that moves to an area Parish from out of town or transfers their membership from another Catholic Church will receive the Active Parishioner tuition rate, provided a letter from their previous pastor verifies their attendance, financial support, and active participation at the former Church.

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