



ST. FRANCIS XAVIER

*A Jesuit Catholic Elementary School
Preschool-8th Grade*

Dear Parents,

We are thrilled you are considering St. Francis Xavier School for your child. We are a faith community grounded on Jesuit principles of education, cultivating excellence in mind, body and spirit. The ultimate goal is to send forth our children to be "Kids for Others". A strong community of parents, teachers and students support the school. If you have any questions about the application process or would like to schedule a tour, please contact me.

Thank you,

Lisa Appelbe, Admissions Director

lisa.appelbe@sfxphx.org

Office: 602-266-5364 ext: 4557

Application Checklist

All Applicants

- Completed Application
- \$75 Non-Refundable Application Fee
- Birth Certificate (copy acceptable)
- Sacrament Certificates (copies accepted, not required for non-Catholic applicants)
- 504 Service Plan or IEP (if your child has one)
- Records Release Form
 - One copy should be used by you to obtain records from your child's current school
 - One copy of the records release form should be included in your child's application to St. Francis Xavier which we use in the event that we need to contact their current school.

Preschool Applicants

- For the 3 Year Old program, students must be **3 years old by June 1st** of the year they will enter preschool.
- If your child has attended preschool prior to St. Francis Xavier, please download and print the [Preschool Confidential Teacher Evaluation Form](#). You will need to sign the form and give it to your child's current teacher to fill out and give it to your child's current teacher to fill out and return directly to Lisa Appelbe via email: lisa.appelbe@sfxphx.org.



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Kindergarten Applicants

- Students must be **5 years old prior to September 1st** of the year they will enter Kindergarten.
- Additional \$75 Gesell Observation fee. For more information on the Gesell screening, please [visit their website](#). If you have current (last 3 months) Gesell test results from another school, the fee will be waived. Please forward results to our school by mail or fax (602) 297-0423.

For Preschool and Kindergarten, once an applicant has been evaluated and all application components have been received, the applicant will be in the admissions pool. Preschool acceptance will begin in mid-February. Kindergarten Gesell screenings will begin in mid-January and acceptance will begin in mid-February.

1st - 8th Grade Applicants

- Two most current report cards (current year and previous year)
- Two most recent Standardized Test Results (2nd - 8th Grade)
- Essay required for students entering 6th, 7th and 8th Grade. The essay requirements are included in the application.
- In-house educational screening and applicant(s) and their parents will meet with our Principal

Re-enrollment begins in early March for our current students. Once this process is complete we will begin the testing and interview process for 1st - 8th Grade. Acceptances for 1st - 8th Grade applicants will begin in mid-March and will continue throughout the summer.

Financial Aid: Information can be found on our website:

<https://school.sfxphx.org/financial-aid.html>

Special Note: The student, or parent/guardian if minor, grants permission to the school to access personal federal information for the sole purpose of complying with federal requirements for international students.

Office of Admissions - St. Francis Xavier School - 4715 North Central Avenue - Phoenix, AZ
85012 - Office (602)-266-5364 - Fax (602)-279-0423 - school.sfxphx.org



Application for Admission St. Francis Xavier School
Preschool - 8th Grade
Part I

Today's Date _____

Applying for Grade _____

Please note: All preschool programs are 5 days per week

School Year: 2023 - 2024

Applicant Information

First _____ Middle _____ Last _____

Preferred Name _____ Gender _____ Ethnicity _____ Date of Birth _____

Primary Language used at home _____ Language most often spoken by the student _____ Language the student first acquired _____

Street Address _____

City _____ State _____ Zip _____ Telephone _____

Current School Information

Current School _____ Current Grade _____ Dates Attended _____

School's Complete Address _____

Head/Principal _____ School Telephone _____ School Fax _____

Please indicate when enrollment would begin: Now Start of Semester Beginning of School Year

Please indicate whether your child has been placed on any of the following:

I.E.P. 504 Service Plan Student Service Plan; and/or Has undergone an evaluation either through a public school district or private provider. Attach all appropriate documentation. Please explain _____

Previous Schools Attended (prior to current school)

School Name _____ City/State _____ Dates Attended _____

School Name _____ City/State _____ Dates Attended _____

Religious Background

Religious Affiliation _____ Denomination _____ Church/Synagogue where family is registered _____

Sacramental Information

Baptism	Month	Day	Year	Location
Reconciliation	Month	Day	Year	Location
Eucharist	Month	Day	Year	Location

Parents/Guardians

Title (Mr., Dr., Mrs., Ms.)	Name	Relationship of applicant	
Home Address			
Home Telephone	Cell Phone	Email	
Occupation (Position)	Employer		
Business Address	Business Telephone		
High School	Graduation Date		
College(s)	Degree(s) Earned		

Title (Mr., Dr., Mrs., Ms.)	Name	Relationship of applicant	
Home Address			
Home Telephone	Cell Phone	Email	
Occupation (Position)	Employer		
Business Address	Business Telephone		
High School	Graduation Date		
College(s)	Degree(s) Earned		

Please list the applicant's siblings with age, grade, and school now attending.

Name	Date of Birth	Grade	School or College

Is the applicant a child or grandchild of a St. Francis Xavier alumna/alumnus? _____
If yes, alumna/alumnus name _____ Graduation Year _____ Relation _____

Adult with legal Custody _____

Person(s) financially responsible _____

Applicant lives with * _____

*If applicant is living in a multiple household situation, please provide on a separate page the above information for each additional adult in household(s).

Please check all that apply: Parents married Parents separated/divorced Single Parent Household
 Joint Custody Father remarried Mother remarried

We certify that we have provided accurate information in this application. We also agree that all of the information supplied in this application and any documents received in connection with this application become and shall remain the property of St. Francis Xavier School.

Signature of Parent/Legal Guardian _____ Date _____



Application for Admission St. Francis Xavier School
Preschool - 8th Grade
Part II

Parents:

Please explain why you wish to enroll your child at St. Francis Xavier School. Use the space below.

For Middle School Admissions (6th, 7th, & 8th) Grade

The student applicant should respond to the following prompts in a first person, self-reflective, five paragraph essay. You may arrange the ideas in any order, but you should address each prompt. Essay should be hand written. Please return with your completed application.

- Describe yourself as a learner: how do you learn best, what subjects or topics are especially interesting, what makes learning fun?
- What are your strengths and how do you hope to develop these in the future?
- What does it mean to belong to a community both inside and outside of the classroom?
- Tell about a time you made a difference in another's life.
- What is at the center of your life: what gives life meaning?



Records Release Form

Parent/Guardian

To complete your child's application, please sign the transcript release form below and submit to the administrator in charge at your child's current school. It is your responsibility to check to be sure the school has sent us an official copy of the report cards and standardized test scores.

Name of applicant

I authorize school personnel to speak to St. Francis Xavier School personnel about my child. I further authorize the release of achievement scores, diagnostic reports and report cards to St. Francis Xavier School at 4715 N. Central Ave., Phoenix, AZ 85012 or fax 602-279-0423.

Signature of Parent or Guardian

Date

To the Registrar:

Date: _____

Student Name: _____ Current Grade _____

School Name: _____

School Address: _____

Phone: _____ Fax: _____

Email of school: _____

Please forward as promptly as possible all educational records including the following;

- Report card for the two previous school years
- Two years of standardized test scores
- Special education records: individualized evaluations, psychological records, or any other records pertaining to evaluation and placement

Upon receipt of this form please mail, email or fax the records as soon as possible to:

St. Francis Xavier School
4715 North Central Avenue
Phoenix, AZ 85012
Phone: 602-266-5364
Fax: 602 279-0423
Attn: Lisa Appelbe
lisa.appelbe@sfxphx.org