

St. Nicholas School
Application for Admission
Grades K-8
2023 – 2024



9501 Balboa Blvd.
Northridge, California 91325
(818) 886-6751
www.stnicholaseducation.com

AIEN APIΣTEYEIN: "ON-GOING EXCELLENCE"



St. Nicholas School

Admissions Procedures

St. Nicholas School is dedicated to the education of today's youth by developing a strong academic foundation and building character along with artistic, physical, and social development bound with spiritual integrity. Our emphasis is on cultivating a positive sense of self-confidence, independence, responsibility, and Christian love within a multicultural faith community.

ADMISSIONS REQUIREMENTS

Kindergarten:

1. Must be five years of age by September 1st of the academic year for which admission is sought.
2. Must demonstrate that he/she is developmentally ready as determined by data compiled as a result of readiness screening.

First Grade:

1. Must have completed a full year of kindergarten.
2. Must be developmentally ready as determined by data compiled as a result of a readiness screening.

Second through Eighth Grades:

1. Must have tested at or above grade level on their entrance examinations.
2. Consideration will be given upon review of the required enrollment documents including previous report cards, standardized test results, and teacher recommendations.

APPLICATION PROCEDURES:

1. Complete the application forms which can be found on our website, www.stnicholaseducation.com.
_____ Entrance Examination Form (\$150 application fee) _____ Copy of child's birth certificate
_____ Authorization for Release of School Records _____ Copy of most recent report card
_____ Teacher Recommendation Form _____ Health Examination Form

2. Mail or drop-off the application forms during office hours (8:00 a.m. – 4:00 p.m.)
9501 Balboa Blvd. Northridge, CA 91325
Use the driveway on Plummer St.

Or email to mprevas@stnicholaseducation.com
Or fax to (818) 886-3933

3. The application must be returned with a \$150 application fee, an appointment will be made for the entrance examination. A parent interview with the school Principal will be scheduled after the testing to review the results of the academic evaluation.
4. Families will be notified of the student's status after all admissions documents have been received, testing has been completed, and the parent interview has taken place.
5. A student's place can only be reserved once all required enrollment forms have been received and the tuition and fees plan has been accepted on FACTS. If there are no openings available, the student will be placed on a waiting list.



St. Nicholas School

Admission Checklist 2023-2024

Please call the School Office to set-up an appointment with the school office to submit the following forms:

- ___ Application for Admission
- ___ Authorization for Release of School Records
- ___ Teacher Recommendation Form
- ___ Immunization Record
- ___ Report of Health Examination for School Entry (Kindergarten)
- ___ Birth Certificate or Passport (Kindergarten - 5 years by Sep. 1)
- ___ Medical History & Health Information
- ___ Application Fee (\$150)



St. Nicholas School

Application for Admission 2023-2024

Child's Name _____ Date _____
Last First Middle Initial

Home Address _____
Number and Street City State Zip Code

Grade _____ in September 2023 Male Female Birthday _____

Home Phone _____ Child's Religion _____

School Attending _____ Current Grade _____

School Address _____
Number and Street City State Zip Code

School Phone _____ Principal _____

St. Nicholas Church Member? Yes No

Siblings at St. Nicholas? Yes No Name(s) _____

Has the applicant been recommended for diagnostic testing? Yes No By Whom? _____

If yes, was diagnostic testing completed? Yes No Date Completed _____

Mother's Name _____ Email _____

Work Phone _____ Cell Phone _____

Father's Name _____ Email _____

Cell Phone _____

Work Phone _____

Address (if different from above) _____
Number and Street State Zip Code

How did you hear about St. Nicholas School?

Friend _____ Banner _____ Brochure _____

Greek Festival _____ Website _____ Parent is Alumni _____

Parent is Church Member _____ Other _____

I understand that withholding or misrepresenting information requested in this application may jeopardize admission or enrollment at St. Nicholas School. My signature below indicates that all information contained in this application is correct, complete, and honestly presented.

**I UNDERSTAND AND AGREE THAT REGISTRATION FEES AND TUITION ARE
NON-REFUNDABLE.**

Signature of Mother or Guardian

Date

Signature of Father or Guardian

Date

NOTICE OF NON-DISCRIMINATION POLICY AS TO STUDENTS

St. Nicholas School, 9501 Balboa Blvd., Northridge, admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at St. Nicholas School. St. Nicholas School does not discriminate on the basis of race, color, and/or national and ethnic origin in the administration of its education policies, admissions policies, scholarship, athletic and other school-administered programs.



St. Nicholas School

Release of School Records

AUTHORIZATION FOR RELEASE OF STUDENT RECORDS

Teacher evaluations, transcripts, and records of standardized testing is a part of the admissions application to St. Nicholas School.

Name of Student _____ Present Grade _____ Date of Birth _____

_____ Current School Name

_____ Number and Street

_____ City _____ State _____ Zip

_____ School Office Phone

In accordance with the Family Educational Rights and Privacy Act of 1974 and California State Law, I hereby authorize the release to St. Nicholas School COPIES of all school records, including transcripts, standardized test results, attendance, and any other developmental information regarding the pupil named above.

Signature of Parent/Guardian

Date

Please mail or email to:

**Admissions Office
St. Nicholas School
9501 Balboa Blvd.
Northridge, CA 91325
mprevas@stnicholaseducation.com**



St. Nicholas School Teacher Recommendation Form

This form must be mailed directly to St. Nicholas School from the recommending teacher.

Name of Student _____ Grade _____
Last First Middle Initial

To the Parent:

As part of the admission process at St. Nicholas School, we must receive a candid assessment of the applicant. For applicants entering first grade through fifth grade, a teacher recommendation form must be completed by the applicant's primary teacher. For sixth through eighth-grade candidates, teacher recommendation forms must be completed by the applicant's English and math teachers. I hereby waive my right to access this recommendation on my behalf.

Signature of Parent/Guardian _____ Date _____

Academic Assessment

Please Circle the number that best applies in each category	Weak	Fair	Good	Excellent	Exceptional
Motivation	1	2	3	4	5
Critical and abstract thinking skills	1	2	3	4	5
Intellectual aptitude	1	2	3	4	5
Growth potential	1	2	3	4	5
Attention span	1	2	3	4	5
Listening skills	1	2	3	4	5
Follows directions	1	2	3	4	5
Work habits	1	2	3	4	5
Study habits	1	2	3	4	5
Organization skills	1	2	3	4	5
Self-discipline	1	2	3	4	5
Social development	1	2	3	4	5
Leadership	1	2	3	4	5
Self-confidence	1	2	3	4	5
Creativity and originality	1	2	3	4	5
Respect for authority	1	2	3	4	5
Considerate of peers	1	2	3	4	5
Ability to work with others	1	2	3	4	5
Integrity	1	2	3	4	5
Attendance	1	2	3	4	5

1.) **In what areas has the student been recognized for any outstanding academic, athletic, and/or artistic performance?**

2.) **In what areas do you feel this student needs improvement?**

3.) **Has the student been subjected to any serious disciplinary procedures (i.e. suspension, expulsion, etc.)?**

Yes No Explain: _____

4.) **What observations may help us to know more about this student?**

5.) **Check the words that describe the student.**

- | | | | | | |
|-------------------------------------|-----------------------------------|------------------------------------|-------------------------------------|--|---|
| <input type="checkbox"/> Aggressive | <input type="checkbox"/> Anxious | <input type="checkbox"/> Cheerful | <input type="checkbox"/> Congenial | <input type="checkbox"/> Disobedient | <input type="checkbox"/> Easily Discouraged |
| <input type="checkbox"/> Honest | <input type="checkbox"/> Passive | <input type="checkbox"/> Irritable | <input type="checkbox"/> Nervous | <input type="checkbox"/> Vivacious | <input type="checkbox"/> Perfectionist |
| <input type="checkbox"/> Persistent | <input type="checkbox"/> Poised | <input type="checkbox"/> Athletic | <input type="checkbox"/> Shy | <input type="checkbox"/> Influential | <input type="checkbox"/> Influential - negative |
| <input type="checkbox"/> Sociable | <input type="checkbox"/> Stubborn | <input type="checkbox"/> Sullen | <input type="checkbox"/> Thoughtful | <input type="checkbox"/> Untrustworthy | <input type="checkbox"/> Self-centered |

6.) **How would you describe the student's parents' involvement in school activities?**

Appropriately involved Overly involved Rarely Involved Only involved when necessary No basis for judgment

7.) **How would you describe the student's parents' cooperation with school personnel and policies?**

Outstanding Volunteer Leader Good Fair Contentious/Critical No basis for judgement

8.) **Is education a priority for the parents?** Yes No **Is education a priority for the student?** Yes No

RECOMMENDATION

- | | | | | | |
|-------------------------------|---|---|--|-----------------------------------|---|
| For academic promise | <input type="checkbox"/> Do not recommend | <input type="checkbox"/> Without enthusiasm | <input type="checkbox"/> Fairly Strong | <input type="checkbox"/> Strongly | <input type="checkbox"/> Enthusiastically |
| For character promise | <input type="checkbox"/> Do not recommend | <input type="checkbox"/> Without enthusiasm | <input type="checkbox"/> Fairly Strong | <input type="checkbox"/> Strongly | <input type="checkbox"/> Enthusiastically |
| Overall recommendation | <input type="checkbox"/> Do not recommend | <input type="checkbox"/> Without enthusiasm | <input type="checkbox"/> Fairly Strong | <input type="checkbox"/> Strongly | <input type="checkbox"/> Enthusiastically |

In what capacity do you know this student? _____ **How Long?** _____

Teacher's Name (please print) _____

Signature _____ **Title** _____

School _____

Name _____ Address _____ City _____ Zip _____

**Please mail this form directly to St. Nicholas School, Admissions Office at:
9501 Balboa Blvd. Northridge, CA 91325**

REPORT OF HEALTH EXAMINATION FOR SCHOOL ENTRY

To protect the health of children, California law requires a health examination on school entry. Please have this report filled out by a health examiner and return it to the school. The school will keep and maintain it as confidential information.

PART I TO BE FILLED OUT BY A PARENT OR GUARDIAN

CHILD'S NAME—Last First Middle BIRTH DATE—Month/Day/Year

ADDRESS—Number, Street City ZIP code SCHOOL

PART II TO BE FILLED OUT BY HEALTH EXAMINER

HEALTH EXAMINATION

NOTE: All tests and evaluations except the blood lead test must be done after the child is 4 years and 3 months of age.

REQUIRED TESTS/EVALUATIONS	DATE (mm/dd/yy)
Health History	/ /
Physical Examination	/ /
Dental Assessment	/ /
Nutritional Assessment	/ /
Developmental Assessment	/ /
Vision Screening	/ /
Audiometric (hearing) Screening	/ /
Tuberculin Test (Mantoux/PPD)	/ /
Blood Test (for anemia)	/ /
Urine Test	/ /
Blood Lead Test	/ /
Other	/ /

IMMUNIZATION RECORD

Note to Examiner: Please give the family a completed or updated yellow California Immunization Record.
Note to School: Please record immunization dates on the blue California School Immunization Record (PM 286).

VACCINE	DATE EACH DOSE WAS GIVEN				
	First	Second	Third	Fourth	Fifth
POLIO (OPV or IPV)					
DtaP/DTp/DTTtd (diphtheria, tetanus, and [acellular] pertussis) OR (tetanus and diphtheria only)					
MMR (measles, mumps, and rubella)					
HIB MENINGITIS (Haemophilus Influenzae B) (Required for child care/preschool only)					
HEPATITIS B					
VARICELLA (Chickenpox)					
OTHER					
OTHER					

PART III ADDITIONAL INFORMATION FROM HEALTH EXAMINER (optional) and RELEASE OF HEALTH INFORMATION BY PARENT OR GUARDIAN

RESULTS AND RECOMMENDATIONS

Fill out if patient or guardian has signed the release of health information.

- Examination shows no condition of concern to school program activities.
- Conditions found in the examination or after further evaluation that are of importance to schooling or physical activity are: *(please explain)*

I give permission for the health examiner to share the additional information about the health check-up with the school as explained in Part III.

Please check this box if you **do not** want the health examiner to fill out Part III.

Signature of parent or guardian Date
 Name, address, and telephone number of health examiner
 Signature of health examiner Date

If your child is unable to get the school health check-up, call the Child Health and Disability Prevention (CHDP) Program in your local health department. If you do not want your child to have a health check-up, you may sign the waiver form (PM 171 B) found at your child's school.

Kindergarten through 8th Grade

ENROLLMENT FEE (Gradelink)	\$295	per child per year
YOUR CHILD BENEFIT FEE	\$450	per child per year
TECHNOLOGY FEE	\$195	6th-8th grade (per child per year)
PARENT/STUDENT ACTIVITY FEE	\$100	with no volunteer hours
	\$50	with volunteer hours



	Tuition*	Full Payment 5% discount	Two Payments 3% discount	Sibling Discount 10%
Child #1	\$8,600.00	\$430	\$258	
Child #2	\$8,600.00	\$430	\$258	\$860
Child #3+	\$8,600.00	\$430	\$258	\$860

***In order to receive the St. Nicholas membership discount on tuition, you must have completed your Stewardship pledge from 2022 pledge and submitted your pledge for 2023 and be current on payments.**

Important Tuition and Fees Information

- A Tuition Payment Plan must be signed for each school year by the parent(s)/legal guardian(s).
- Your Child Benefit Fee covers: specialty art supplies, classroom materials, and a yearbook.
- All fees, advanced deposits, and tuition are non-refundable and non-excusable.
- All fees and tuition are paid through FACTS. You will receive an email invitation from FACTS regarding your tuition and incidental contracts. You must enroll in FACTS and set up your banking institution.
- Once enrolled, payment of the full annual tuition amount is the responsibility of the party/parties signing the Tuition Agreement. Tuition payment plans are set up by you through FACTS.
- Payment of the annual tuition and all other fees are expected according to the terms of your designated monthly agreement.
- Tuition credit for absences, family vacations, non-operational days, and closed holidays will not be given.
- St. Nicholas School reserves the right to withhold student records, including, but not limited to report cards if the status of an account is not current.
- The parent/student activity fee is discounted upon the parent volunteering for a total of 10 hours throughout the school year. The commitment form must be returned to the office by August 31, 2023. If it is not turned in by that time, a charge of \$100 will be added to your FACTS account. If you are unable to fulfill your commitments by

June 1, 2024, your family will be charged \$10.00 per hour, not met, to your FACTS account. Hours may include fundraisers, field trips & classroom activities.



Daycare is available before and after school hours. It is provided on a daily basis, as needed. Any student arriving before 8:00 a.m. will be charged for daycare.

GRADE

K - 8TH

Before School

7:00 - 8:00 a.m.

MUST BE SIGNED IN BY ADULT

After School

3:15 - 6:00 p.m.

MUST BE SIGNED IN OUT ADULT

DAYCARE RATE SCHEDULE

Daily Rates	Before School	After School
One Child	\$10	\$25
Each additional Child	\$8	\$18

LATE FEES: No child may arrive before 7:00 a.m. If a child is NOT picked up and signed out by 6:00 p.m., there is a \$25 fee for every half hour, or any portion \$1 for every minute the child(ren) remains in school after 6:00 p.m. will be charged per child.