

Santa Sabina College Enrolment Procedure

Santa Sabina College, a Catholic school in the Dominican tradition, educates students to achieve personal excellence, to act with justice and compassion and embrace the future with an optimistic global vision.

The main entry points to the College are Prep, Kindergarten, Year 5, Year 7 and Year 10. Enrolments for all other years will be offered subject to the availability of places.

Entry into the College will primarily be determined by the date the application is received by the College. Priority may, however, be given in the following circumstances (in order):

- » siblings of current students
- » children attending Mary Bailey House who wish to commence Prep or Kindergarten
- » children of ex-students
- » students who are baptised into the Catholic Faith
- » students from other Dominican schools nationally and internationally
- » students from other faith traditions, if agreement is received that the student will participate in the Religious Education classes, prayer and worship of the College.

The College may consider gender balance when considering applications for enrolment, to ensure there is an appropriate balance of male and female students.

ENROLMENT CHECKLIST

The following documents are required to complete an Application for Enrolment. A separate application must be lodged for each student.

- ☐ Birth Certificate
- ☐ Court Orders or Parental Agreements (if applicable)
- ☐ Recent School Report (if applicable)
- ☐ Recent NAPLAN test (if applicable)
- ☐ Any relevant educational or psychometric reports.
- ☐ If the student was born overseas or both parents where born overseas please also provide: Copy of Australian Passport, Australian Residency Visa details or Naturalisation Certificate.

ENROLMENT CHECKLIST

A non-refundable Application Fee of \$250 (including GST) must be paid to finalise your Application for Enrolment.

The Application Fee is waived for

- » children/grandchildren of ex-students of Santa Sabina College
- » the third sibling and subsequent siblings in a family to be enrolled at the College.

OTHER INFORMATION

Where application is for entry into Prep, to be eligible to apply students must turn four (4) years of age by 30 June in the year of entry.

Where application is for entry into Kindergarten, to be eligible to apply, students must turn five (5) years of age by 30 June in the year of entry.

Enrolment into the College is made on the assumption that the student will complete their education at the College (girls to Year 12 and boys to Year 4).

If you would like to discuss your application further, please contact the College Registrar, Marion Malouf, by phone on +61 2 9745 7030 or by email: enrolment@ssc.nsw.edu.au

After an Application for Enrolment has been submitted, please advise the College of any change of address or contact details at www.ssc.nsw.edu.au/enrolment/future-family-change-of-address. Failure to do so may result in the College being unable to make contact and subsequent cancellation of a student's application.

The parents of applicants for Year 5 and Year 7 entry will be contacted two years prior to entry for an interview. For entry into all other year levels, the parents of applicants will be contacted one year prior to entry for an interview.

CONFIRMATION OF ENROLMENT

Once the interview has taken place, at the discretion of the College Principal, a student's place will be confirmed on receipt of the following:

- ☐ Signed Santa Sabina College Enrolment Contract
- ☐ Payment of a non-refundable Acceptance Fee of \$2,200 per student for the first two students in any one family (third and subsequent children will not be charged the Acceptance Fee)
- ☐ a copy of the Student Health Form and Immunisation certificate.

