



**Application for Admission**  
(Students applying for 9<sup>th</sup> Grade)

Marian High School challenges students to spiritual and moral growth, academic and physical excellence, and social maturity. As a Catholic community, Marian values the sanctity and individuality of each student and strives to live the example of Jesus Christ as teacher and servant.

Parents: Please use the checklist below to ensure that you have all required items when you submit your application. A separate application packet is required for each student applying for admission. Please deliver the completed application packet to Marian's Office of Admissions, or mail the completed application to **Attn: Admissions, Marian High School, 1311 South Logan Street, Mishawaka, IN 46544**

- \_\_\_\_\_ Application items completed in full
  - \_\_\_\_\_ 1 - Student Information
  - \_\_\_\_\_ 2 - Current School Information
  - \_\_\_\_\_ 3 - Special Needs Information
  - \_\_\_\_\_ 4 - Parent and Family Information
  - \_\_\_\_\_ 5 - Application Essays (to be answered by prospective students)
  - \_\_\_\_\_ 6 - Applicant / Parent Acknowledgement and Signatures
  - \_\_\_\_\_ 7 - Commitment to Pay / Financial Information for Business Office
- \_\_\_\_\_ Completed placement exam (HSPT). If you have not already completed the exam, please contact Mrs. Mary Kay Dance to schedule a time for testing.
- \_\_\_\_\_ Copy of Birth Certificate
- \_\_\_\_\_ Copy of most recent Vaccination/Immunization Record from Physician's Office
- \_\_\_\_\_ Copy of most recent Report Card, Semester or Trimester
- \_\_\_\_\_ Copy of Individualized Educational Plan (IEP) if applicable
- \_\_\_\_\_ Copy of Custodial Paperwork if parents are divorced or legally separated
- \_\_\_\_\_ \$100 Application / Enrollment Fee for each student planning to attend Marian next year.



## **Application for Admission Timeline**

### **Marian Open House**

**Sunday November 15, 2015: 2:00 pm – 4:00 pm**

All prospective students and their families are invited to tour the school, meet teachers, staff members, and administrators, and see the various academic and co-curricular activities on display.

### **Placement Exam**

**Saturday, December 5, 2015: 9:00 am – 12:30 pm (preferred date)**

**Friday, January 15, 2016: 8:00 am – 11:30 am (make-up date)**

All incoming 9<sup>th</sup> grade students are required to take the High School Placement Test (HSPT) prior to admission to Marian.

### **School Visit**

**November – February**

Current 8<sup>th</sup> grade students in Marian partner schools will have a scheduled visit to Marian so that all students can shadow a current Marian student for the day. Students who are not currently enrolled in Marian partner schools can schedule a visit any time by contacting Mrs. Mary Kay Dance in the Office of Admissions at 574-259-5257.

### **Application Deadline and Acceptance Notification**

**Monday, February 29, 2016**

All material on the application checklist must be submitted to Marian in order for incoming students to be considered for admission. We highly encourage families to submit the application for admission well before the February 29<sup>th</sup> deadline. The applications will be reviewed immediately upon their receipt and students will then receive notification of Marian's decision regarding admission.

### **Registration by Appointment Only**

**Monday, March 7 – Friday, March 18, 2016**

Families will receive notification of the date and time to complete the registration process. Students and parents meet with Marian School Counselors and the Director of Admissions to register for classes.

### **Financial Aid/F.A.C.T.S. Grant and Aid Application Deadline**

**Wednesday, March 16**

Families will be informed of the financial aid awarded in May or early June.

### **Late Applicants**

Placement Exam - Saturday, March 19<sup>th</sup> or by appointment during the summer  
Rolling review of applications and acceptance of late applicants  
School tours/visits by appointment only



# Application for Admission – Incoming 9<sup>th</sup> Grader

Please print all information. Applications may be filled out electronically at [www.marianhs.org](http://www.marianhs.org)

## 1 - Student Information

Student Name \_\_\_\_\_  
Last First Middle

Student Home Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Student Lives with \_\_\_\_\_ Relationship \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Ethnicity American Indian African American Asian  
Hispanic White Pacific Islander  
Sex (check one) Male Female If multiple ethnicities, please check all that apply

Place of Birth \_\_\_\_\_ City, State, Country Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Required

Religion \_\_\_\_\_ Place of Baptism \_\_\_\_\_  
Parish City & State

Parish/Church \_\_\_\_\_ Language Spoken at Home \_\_\_\_\_

Student Email \_\_\_\_\_ Is the student a 21<sup>st</sup> Century Scholar? \_\_\_\_\_  
Yes / No

## 2 - Current School Information

School \_\_\_\_\_ Principal \_\_\_\_\_

School Address \_\_\_\_\_

School Phone Number (\_\_\_\_) - \_\_\_\_\_ School Fax Number (\_\_\_\_) - \_\_\_\_\_

Name of public school corporation in which family resides \_\_\_\_\_

Has the student ever been suspended, expelled, or asked to withdraw from any school? \_\_\_\_\_  
If yes, please attach an explanation on a separate sheet of paper. Yes / No

## 3 - Special Needs Information

Is there any illness or disability which may affect the child's studies or participation in school activities such as physical education? \_\_\_\_\_ If Yes, Please Explain \_\_\_\_\_  
Yes / No





Please List All Brothers and Sisters

Name	Age	School (if applicable)	Grade	Marian Graduate?

**5 - Application Questions (to be answered by prospective student)**

Please answer the following three questions in one paragraph each. You may use the space provided or attach a separate sheet.

1. Why do you want to attend Marian High School?

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2. Marian High School is a Roman Catholic high school of the Diocese of Fort Wayne - South Bend. Describe how you as a person, religious or otherwise, are open to growing in your own faith during your educational experience at Marian?

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3. Marian’s motto is “Learn. Serve. Lead.” As a student at Marian, how will you represent these concepts in your daily life?

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**6 - Applicant / Parent Acknowledgement and Signatures**

I hereby certify that the information provided on this application is true and correct to the best of my knowledge. I further understand that if any information on this application is falsified, it may result in the denial of admission to Marian High School.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

It is my intent to cooperate fully with the rules and policies of Marian High School and to fulfill my financial obligations upon my child’s admission. Please print this document; sign and date before returning.

Mother / Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Father / Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**Non Discrimination Policy:** Marian High School promotes an open enrollment policy accepting students without regard to color, race, gender, or national origin, and will reasonably accommodate those with disabilities in their educational programs.

**To begin the application and enrollment process, this form must be returned to the school office with the non-refundable application fee of \$100 per student. All new students are required to take the Placement Test before class selection can occur. Please note: Enrollment for incoming freshmen will not be considered final until the elementary/junior high school confirms that the student has graduated from Grade 8 and financial obligations are current.**

Questions: Please feel free to contact the people listed below.

Mr. Mark Kirzeder  
Principal  
[mkirzeder@marianhs.org](mailto:mkirzeder@marianhs.org)  
574-259-5257

Mrs. Mary Kay Dance  
Director of Admissions  
[mdance@marianhs.org](mailto:mdance@marianhs.org)  
574-259-5257

Mr. Larry Daher  
Business Manager  
[ldaher@marianhs.org](mailto:ldaher@marianhs.org)  
574-255-2020

Mrs. Jennifer Tiller  
Director of Counseling  
[jtiller@marianhs.org](mailto:jtiller@marianhs.org)  
574-258-7664



# 7 - Commitment to Pay / Financial Information for Business Office

Please make a copy of this form if two separate parties are responsible for payment.

Student Name \_\_\_\_\_

Financially Responsible Person(s) \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Primary Phone \_\_\_\_\_ Email Address \_\_\_\_\_

\_\_\_\_ Catholic \_\_\_\_ Other Is a registered member of \_\_\_\_\_ Parish.

Name of public school corporation in which family resides \_\_\_\_\_

Would you like to be sent an application for financial aid and/or scholarship information for the next academic year? (Note this is required if you want to apply for an SGO award or School Choice Voucher) \_\_\_\_\_  
Yes / No

School Choice Scholarship: Did you receive a Voucher or SGO for **any** previous school year? \_\_\_\_\_  
Yes / No

If Yes, at what school did you receive the Voucher or SGO Award? \_\_\_\_\_

Diocesan Employees: I am employed by \_\_\_\_\_ Parish/School as a teacher for \_\_\_\_\_ hours per week or as a \_\_\_\_\_ for \_\_\_\_\_ hours per week.

Please list any 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grade students who will also be attending Marian next year.

Name	Age	Grade Next Academic Year

**In addition to the \$100 application fee for your prospective student, please include a \$100 enrollment fee for each student listed above. Fee amounts may be totaled on one check. Please make checks payable to Marian High School. These fees are non-refundable.**

In June, the party responsible for tuition and fee payment will receive a payment plan invite from F.A.C.T.S via email. At that time, an individual can choose from one of the three payment options listed below.

- **Option 1** – Pay the tuition and fees in full by submitting a check to Marian High School or by mailing a check to FACTS Management.
- **Option 2** – Pay ½ of the tuition and fees in July and the second ½ in December by choosing the split payment option on the FACTS website. There is a \$40 fee charged for choosing Option 2.
- **Option 3** – Divide the tuition and fees due over 11 months beginning in July. Payment will be directly debited from your checking/savings account on either the 5<sup>th</sup>, 15<sup>th</sup>, 20<sup>th</sup>, or the last day of each month. There is a \$66 fee charged for choosing Option 3.

**All financial obligations must be met before a transcript of high school credits is sent to any school or organization.**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Financially Responsible Party