



# REQUIREMENTS / GUIDELINES

## 2024-2025

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### ENTRANCE REQUIREMENTS

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#### Little Saints (3-year-old)

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A child must be **three years of age before August 15<sup>th</sup> of the incoming year.**

(Please see the additional sheet regarding the specifics for the Little Saints program).

Students must be completely potty-trained and out of diapers and pull-ups.

Copies of the following documents are required with the application:

1. Official State Birth Certificate
  2. Certificate of Baptism (if applicable)
  3. Immunization Record: Official State of Louisiana (or other) Universal Certificate of Immunization which includes the seal / stamp and is signed by the physician (A copy of My Chart records, etc. is not the immunization certificate).
  4. Student's Social Security Card (due after an offer of admissions)
  5. \$275 Application Fee (Payment required while submitting the application.)
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#### Pre-Kindergarten

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A child must be **four years of age on or before September 30th of the incoming school year.**

Students must be completely potty-trained and out of diapers and pull-ups.

Copies of the following documents are required with the application:

1. Official State Birth Certificate
  2. Certificate of Baptism (if applicable)
  3. Immunization Record: Official State of Louisiana (or other) Universal Certificate of Immunization which includes the seal / stamp and is signed by the physician (A copy of My Chart records, etc. is not the immunization certificate).
  4. Student's Social Security Card (due after an offer of admissions)
  5. \$275 Application Fee (Payment required while submitting the application.)
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#### Kindergarten

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A child must be **five years of age on or before September 30th of the incoming school year.**

Copies of the following documents are required with the application:

1. Official State Birth Certificate
  2. Certificate of Baptism (if applicable)
  3. Immunization Record: Official State of Louisiana (or other) Universal Certificate of Immunization which includes the seal / stamp and is signed by the physician (A copy of My Chart records, etc. is not the immunization certificate).
  4. Student's Social Security Card (due after an offer of admissions)
  5. \$275 Application Fee (Payment required while submitting the application.)
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#### Grades 1-8

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For First Grade, a child must be **six years of age on or before September 30th of the incoming school year.**

Copies of the following documents are required with the application:

1. Official State Birth Certificate
2. Certificate of Baptism (if applicable)
3. Immunization Record: Official State of Louisiana (or other) Universal Certificate of Immunization which includes the seal / stamp and is signed by the physician (A copy of My Chart records, etc. is not the immunization certificate).  
See Required Vaccinations [here](https://ldh.la.gov/page/higher-learning-entry-requirements). (https://ldh.la.gov/page/higher-learning-entry-requirements)
4. Student's Social Security Card (due after an offer of admissions)

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5. Final report card from previous school
  6. Most recent report card
  7. Most recent standardized tests scores
  8. [FERPA Acknowledgement and Waiver Form](#) (For Recommendation / Referral)
  9. \$275 Application Fee (Payment required while submitting the application.)
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## **IMMUNIZATIONS / APPLIES FOR ALL GRADE LEVELS**

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A student's immunizations must be up to date according to state guidelines. See Required Vaccinations [here](https://ldh.la.gov/page/higher-learning-entry-requirements).  
(<https://ldh.la.gov/page/higher-learning-entry-requirements>)

During the admissions process, a parent or guardian must provide Our Lady of Mercy School with a current State Universal Certificate of Immunizations signed by the physician's office. Medical exemptions for immunizations must be documented and signed by a physician.

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## **ADMISSIONS GUIDELINES**

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The following will be considered when reviewing applications for admission into Our Lady of Mercy Catholic School:

- ▶ Children who are Catholic and are currently registered parishioners at Our Lady of Mercy Church Parish
- ▶ Children who have siblings currently attending Our Lady of Mercy
- ▶ Children of alumni
- ▶ Out-of-Parish Catholic children
- ▶ Children of other faith traditions

In determining admission, the administration will review the academic, discipline and attendance records of students transferring from another school. *Please note that the Our Lady of Mercy School reserves the right to contact and obtain a recommendation from the child's previous school/center.* The administration must have a reasonable expectation of student success prior to an offer of admission. The pastor and school administration reserve the right to make final decisions on admissions.