Procedure to Apply for a State of Indiana

Choice Scholarship Voucher

at St. Thomas More School

To find out more about the voucher program, visit the St. Thomas More School website at ***www.stm-school.com/Indiana School Choice*** or the State of Indiana Department of Education at ***http://www.doe.in.gov***

- Students interested in attending St. Thomas More School should obtain a registration packet containing valuable school information and registration forms from the school office. Questions about St. Thomas More School and the registration process, as well as scheduling of school tours, can be directed to Pam Pasyk at (219) 836-9151, #309 or email: ppasyk@stm-school.com.

- All prospective students must complete the Student Registration Form and the Student Enrollment Form in full prior to any further action. In addition to the registration forms, STMS requires the following information for each student to be submitted with the registration forms: an Original Copy of the Birth Certificate, a Baptismal Certificate (if applicable), the latest Report Card, recent Standardized Test results and a $ 150 Registration Fee . A completed tuition contract is required at the time forms are submitted to our school office. No tuition will be billed until the status of the student's school acceptance and the pending voucher acceptance is approved.

- Once all registration information, in full, is submitted, an admission test can be scheduled through Sandra Steele in our main office. All incoming students in K through 8 must take an admissions test.

- Upon acceptance into St. Thomas More School (with or without conditions) students in grades K through 5 will be notified by our Assistant Principal, Tina Boyle, by phone within two business days. A written notification will follow by mail within one week of the testing date. Accepted new students in grades 6 through 8 will be contacted by phone within two business days by a member of our administrative staff to schedule an appointment with our Principal, Chet Nordyke. These students, and their parents or legal guardians, will meet with Mr. Nordyke to discuss the results of the admissions test and to review school policies and expectations. A written letter will follow within one week of this meeting of school acceptance.

- Upon notification of the student's acceptance, the family can apply for the Choice Scholarship Voucher from the State of Indiana. To apply, families can process their voucher application with the aid of STMS office staff, via a computer located in the reception area of our principal's office.

- Once the voucher request has been approved by the state, STMS will proceed with billing the remainder of the tuition (the amount not covered by the state voucher) according to the signed Tuition Agreement and will process the Registration Fee. *If a student/family chooses not to attend St. Thomas More School at the culmination of this process, written notice must be sent to the billing office via mail or email (mbiscan@stm-school.com) and the Registration Fee will be returned to the family.

Non-Catholics

Non-Catholics or non-Christians are welcome. As a Roman Catholic School, we exist first and foremost to promote the teachings of the Roman Catholic Church. Although we welcome non-Catholics and non-Christians, ***only 15% of our enrollment will be comprised of non-Catholic/non-Christian children.*** *No student is required to become a baptized Catholic or to participate in the other sacraments. However, students are expected to participate in Roman Catholic religious instruction, attend Mass and other prayer services with their class.*

St. Thomas More School

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