



Immaculate Conception Cathedral School New Family Registration Process

Registration for the 2020-2021 academic year is quickly approaching. If you are interested in learning more about the Pre-Kindergarten through 8th Grade offerings and openings at ICCS, please contact Kay Morgan, Director of Development, at (337) 433-3497 or by email at kmorgan@iccschool.org.

The application process for the 2020-2021 school year begins on **February 10, 2020 at 8:00 a.m.** Once prospective students have completed the readiness testing (K-8th Grade) and Principal Interview (PK-8th Grade) phase of the New Family Registration process, they will become eligible to apply for admission. To apply for admission to Immaculate Conception Cathedral School for the 2020-2021 academic year, please follow the procedure below.

Submit your application online beginning at 8:00 a.m. on Monday, February 10, 2020.

1. Go to our website www.iccschool.org
2. Under the **ADMISSIONS** tab you will see a link for the online application under the **NEW FAMILY REGISTRATION** section.
3. You can review the entire application at any time during this process by selecting the **Application Review** item.
4. The following required information and documents ***must be submitted online*** with your application:
 - a. An email address for a contact at your child's current school or daycare (***Pre-K – 1st grade***)
 - b. Most Recent Report Card (***1st- 8th grade***)
 - c. Last Year's Standardized Test Scores (***2nd- 8th grade***)
 - d. Exceptionality Documentation – ***for any student diagnosed with an exceptionality.***
5. You will be asked to pay the online application fee of \$25 before submitting the application.
6. Submit your application

After submitting your online application, you will be able to track your admissions status by logging in to your account. There, you will be able to print the completed applications, monitor when the school receives supplemental application forms and, if necessary, reprint the supplemental forms.

Once your application is complete, ICCS will begin its review process.

Enrollment

Once you have been accepted, you will be contacted by a school representative. You will receive an email with the information necessary to complete **the online enrollment process**, which will officially enroll your child for the 2020-2021 school year.

During the online enrollment process, you will be required to pay a \$325 registration fee and submit the following documents. Please have copies of these documents available in an electronic format.

- Birth Certificate
- Up-to-Date Immunization Record
- Sacramental Certificates (Catholic Only), if applicable
- Custody Documents, if applicable