



**CARDINAL RITTER COLLEGE PREP
HIGH SCHOOL
APPLICATION PROCESS
Freshmen/Transfer Application
2012-2013**

To: Parents or Guardians of Prospective Students
From: Etefia Umana, JD, MSW
Director of Student Services, Cardinal Ritter College Prep

- 1) **Form A:** Please complete and mail application Form A to the high school indicated with a check or money order for \$7.00 made payable to that high school.
- 2) **Form B (For students attending Catholic Schools Only):** Please complete application Form B and send it to the principal of the school at which the applicant is attending high school.

DO NOT MAIL FORM B TO CARDINAL RITTER - SEND IT DIRECTLY TO YOUR CHILD'S CURRENT SCHOOL.

- 3) Please do not complete more than one application form. Records will be submitted to second or third school choice by request.
- 4) Letters of acceptance and non-acceptance will be mailed to your household after the Interview process has been completed and reviewed. Students who are accepted by the high school must have final records submitted at the end of the school year. Final acceptance is contingent upon the student's successful completion of the current school grade level.

It is very important that you check with your child's school to make certain that the records have been mailed or faxed. If you have any additional questions, feel free to contact the office at (314) 446-5501. Our fax number is 314-446-5570.

Thanks!

Etefia Umana, JD, MSW
Director of Student Services



Cardinal Ritter College Prep High School
Application
Incoming Freshmen & Transfer Students Only
2012-2013

Today's Date: ____/____/____

PLEASE PRINT CLEARLY

Student's Last Name First Name Middle Name/Initial

Gender: M F DOB: _____ Grade Level Applying For: _____

Mr. Ms. Dr. Rev. Mr. & Mrs.

Sr. Jr. III M.D. Ph.D. D.D.S. Other (Please specify) _____

Parent's/Guardian's Last Name First Name Middle Name/Initial

Primary Address

City/State/Zip Code Telephone with Area Code Alternate/Cellular

Parent's Email Address Student's Email Address

Current School Principal's Name

Address of Current School Phone Number

Religion Parish/Church Pastor

How did you hear about Cardinal Ritter College Prep High School? Check all that apply.

- Newspaper School Newsletter
 Television Current Parent/Student
 Radio Other (Please specify)
 Alumni
 Parish/Church Bulletin

Please send/email additional information on the following: Check all that apply.

- Academic Qualifications Financial Aid
 Admissions Athletic Program
 Registration Community Service
 Upcoming Events Alumni Events
 Other Other (Please specify) _____

PARENT'S SIGNATURE: _____ DATE: _____

CARDINAL RITTER COLLEGE PREP HIGH SCHOOL

Application Form B

Catholic High School Application

(PLEASE TYPE OR PRINT CLEARLY)

I HEREBY REQUEST THAT A COPY OF THE CUMULATIVE RECORD (INCLUDING ALL FINAL GRADES, STANDARDIZED TEST SCORES, AND DIAGNOSTIC TEST RESULTS), REPORT CARD, AND DISCIPLINE RECORD FOR:

STUDENT'S LAST NAME

FIRST NAME

MIDDLE NAME

DATE OF BIRTH

SOCIAL SECURITY NUMBER

BE SUBMITTED TO:

**DIRECTOR OF STUDENT SERVICES
CARDINAL RITTER COLLEGE PREP HIGH SCHOOL
701 NORTH SPRING AVENUE
ST. LOUIS, MO 63108**

I FURTHER AUTHORIZE THE RELEASE OF ALL GRADES WHEN THEY BECOME AVAILABLE.

Signature of Parent or Guardian

Date

ADDRESS

CITY

ZIP CODE

TO THE PRINCIPAL OF:

NAME OF SCHOOL STUDENT IS CURRENTLY ATTENDING

1. PLEASE SEND A COPY OF THE ABOVE NAMED **STUDENT'S CUMULATIVE RECORDS**, MOST RECENT REPORT CARD, AND DISCIPLINE RECORD. PLEASE INCLUDE ALL FINAL GRADES (**INCLUDE 6TH AND 7TH GRADE YEAR FOR ELEMENTARY STUDENTS ONLY**) AND THE MOST RECENT STANDARDIZED TEST SCORES AND DIAGNOSTIC TEST RESULTS.
2. PLEASE SEND A COPY OF THE STUDENTS REPORT CARD AT THE COMPLETION OF FIRST SEMESTER AND SECOND SEMESTER TO CARDINAL RITTER COLLEGE PREP HIGH SCHOOL RECORDS MAY BE MAILED TO THE ABOVE ADDRESS OR FAXED TO MY ATTENTION AT **314-446-5570**.
3. WE REQUEST THAT EACH STUDENT'S RECORDS BE SENT TO ONLY ONE CATHOLIC HIGH SCHOOL. THE CATHOLIC HIGH SCHOOLS HAVE A PROCEDURE FOR TRANSFERRING RECORDS INTERNALLY TO THE OTHER HIGH SCHOOLS LISTED ON THE APPLICATION.
4. PLEASE NOTIFY THE ABOVE NAMED HIGH SCHOOL BY JUNE 6 IN THE EVENT THAT THE STUDENT DOES NOT SUCCESSFULLY COMPLETE THE CURRENT GRADE LEVEL.

THANK YOU FOR YOUR COOPERATION.

ETEFA UMANA, JD, MSW
DIRECTOR OF STUDENT SERVICES
CARDINAL RITTER COLLEGE PREP HIGH SCHOOL