



CHRIST THE KING *School*

A COMMUNITY *uniting* school, family, and faith

Application Checklist

Please use this checklist to ensure the completeness of your application to Christ the King School. The deadline to complete the online application is January 31. All supplemental forms are due by February 14.

- Complete the **Online Application** by January 31
- Pay the \$135 **Application Fee**
- Submit/Upload the following documents with the application:
 - **Birth Certificate** (copy acceptable)
 - **Immunization Certificate** (form GA3231)
 - **Student Headshot**
 - **Baptismal Certificate** (Catholic applicants, copy acceptable)
 - If baptized at the Cathedral of Christ the King, and you need a copy of your child's certificate, go to CathedralCTK.com/request to request a copy.
- Submit **Parish Verification Form** (Catholic applicants) to your parish. CTK parishioners may email the form to tcarr@ctking.com.
- Email the appropriate **Student Evaluation Form(s)** to your child's current teacher(s). We ask that teachers complete these forms **after December 1**, so they have time to get to know your child. Links to email teachers are included in the online application.
 - Kindergarten Evaluation Form
 - Lower School Evaluation Form (applicants for grades 1-5)
 - Middle School Language Arts Evaluation Form (applicants for grades 6 &7)
 - Middle School Math Evaluation Form (applicants for grades 6 &7)
- Submit the **Release of Records Form** to your current school (grades 1-7). Your school may email the records to admissions@christking.org.
- If applicable, submit to admissions@christking.org any Educational or Psychological Evaluations.

Completed online application, application fee, and all supporting documents must be received before consideration for acceptance.

Christ the King School

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