



SETON SCHOOL

"Let His Will of the present moment be the first rule of our daily life and work..."—Saint Elizabeth Ann Seton

9314 MAPLE STREET MANASSAS, VA 20110-5118 (703)368-3220

Dear Seton School Applicant,

Thank you for your interest in Seton School. We will be pleased to accept your Application for Admission, and will administer the Seton Entrance Exam to all qualified applicants. **However, Seton is currently near maximum enrollment and we anticipate few, if any, openings in the high school, grades 9 and 11, for the 2020-2021 school year.** If you apply for high school admission, please do not be surprised if your student is not granted admission, no matter how well qualified he or she is. We wish we could accommodate all applicants; however, we do not have the space to accept everyone. Thank you for understanding.

Seton School welcomes students of all racial and ethnic backgrounds and is non-discriminatory. We do not, however, have the personnel or the facilities to work effectively with children with emotional or behavioral problems or those who need special education. Although Seton is a Catholic school, non-Catholic students are welcome to apply. However, when applicants outnumber spaces available, preference is given to Catholic students. All students, regardless of religious affiliation, are required to attend the two weekly Seton Masses.

To apply to Seton, please return the completed Application for Admission with the non-refundable \$125.00 (per child) application fee. On the back of the application form indicate your preferred Entrance Exam date. We encourage you to consider the earlier test dates as they are generally less crowded, and current Seton families are requested to select the October or November test date. After we receive your application and application fee, our Admissions Coordinator, Mrs. Julie Mantooth, will contact you via email to confirm the Entrance Exam date for your son/daughter. All Entrance Exam dates must be confirmed. We do not accept walk-ins.

God bless you and thank you again for your interest in Seton School. Please pray for our educational apostolate.

Sincerely in Christ the King,

Robert M. Pennefather

Robert M. Pennefather, Director

Seton School

Admissions Requirements and Procedures

Statement of Policy

Seton School welcomes students of all racial and ethnic backgrounds and is non-discriminatory. Seton, however, does not have the personnel or the facilities to work effectively with children who have emotional or behavioral problems or who need special education. Although Seton is a Catholic school, non-Catholic students are welcome to apply. However, when applicants outnumber spaces available, preference is given to Catholic students. The order in which applications are made will not be a factor for acceptance, except in very rare circumstances. Only applications for the 2020-2021 school year are being accepted at this time. Applications for future years will be accepted after September 1 for the *following* school year. Families should contact the school at that time to receive a current admissions packet.

Requirements

All applicants must return the Application Form and fee, take the Seton Entrance Exam, and follow the report card guidelines listed below. Applications will be posted at www.setonschool.net under "Admissions" on September 1, 2019.

Applications will be accepted between Monday, September 2, 2019, and Monday, January 6, 2020.

*Students will not be tested unless an Admissions Application has been received and the testing date confirmed.
"Walk-ins" will not be accepted.*

Procedures

- I. **Application Form** - Complete and return the Application for Admission along with a \$125.00 non-refundable application fee for each applicant. Remember to indicate your preferred Entrance Exam date (*see* inset below for date options) in the space provided on the back of the application. Upon receipt of your completed Application for Admission and fee, you will receive a confirmation email from the Admissions Coordinator, Mrs. Julie Mantooth, to confirm the Entrance Exam date for your son/daughter. Please notify the school in writing if you have a change of address, or in the event you find you must withdraw your application.

- II. **Entrance Exam Components** - The Seton Entrance Exam consists of a general knowledge test, a written composition, grammar and math assessments, and a faculty interview. The length of the entrance exam varies depending on the number of students present. Dates for placement tests for high school level math and foreign languages will be announced in the spring. *Current Seton families are requested to schedule incoming siblings for the October or November Entrance Exam dates if possible.*

*Modest attire is required for students taking the entrance exam. Jeans, shorts, and hoodies are prohibited.
Students will not be tested unless an admissions application has been received and the testing date is confirmed.*

ENTRANCE EXAM DATES

October 19, 2019 November 16, 2019

January 11, 2020 January 25, 2020 (inclement weather date)

**Please arrive between 9:30-9:45 a.m. Testing begins promptly at 10:00 a.m.
Your test date must be scheduled in advance. Walk-ins are not accepted.**

III. Report Card/Transcripts - Applicants for Grades 7-9 must submit a copy of their **first semester or most recent report card on or before February 1, 2020.** Applicants for Grades 10-12 **must supply a complete high school transcript (unofficial copy is acceptable) on or before February 1, 2020.** Final acceptance is contingent upon your child's official transcripts from any school previously attended, including formal and informal home-schooling programs, being received by Seton School by **Wednesday, July 1, 2020.**

IV. Notification - Letters of acceptance and non-acceptance will be mailed on **Friday, March 6, 2020.** Please do not call the school. All notification will be made via U.S. postal mail.

V. Registration Deposit - Within 2 weeks of acceptance on Friday, March 20, 2020, a \$230.00 enrollment fee per student is required to confirm your decision to send your child/ren to Seton. It is not refundable should you later decide to withdraw your child/ren's application/s. If the deposit is not received within 2 weeks, the child/ren's name/s will be removed from the acceptance list.

Open House

Families interested in Seton are strongly encouraged to attend our Open House for parents and prospective students. The Open House provides an excellent opportunity to learn about the philosophy and academic standards of Seton School. Following the formal presentation, visitors will meet our faculty, tour the school, talk with families of current students, and attend "mini-classes" in several subject areas. The Seton Open House will take place at the Corpus Christi Building across from Seton School. The Corpus Christi Building and Seton School will both be available for tours.

Open House: Sunday, November 3, 2019

2:00 - 4:00 p.m.

Formal Presentation begins at 2 P.M. Mini classes will follow the presentation.

Tours and School Visits

You and/or your child (ren) may wish to visit Seton and attend classes for a day or part of the day. School visits may be arranged by appointment only. We will arrange for one of our students to welcome your child and accompany him or her through the day. Contact the school to arrange a tour or a visit at least one week prior to the day you would like your appointment.

Admissions Questions

Should you have any questions regarding the admissions process, please contact the school office at 703-368-3220. If further information is required, our Admissions Coordinator will be notified, and your phone call will be returned in a timely manner.

Thank you for your interest in Seton School.

Is deferred admission requested? Y or N (Please circle.) Admission requested for Grade: _____
 If Yes, circle academic school year: 2021-22 or 2022-23

Seton School

2020-21 Application for Admission
Application deadline: Monday, January 6, 2020

STUDENT INFORMATION

Student's Full Name _____ Nickname at school _____
 Last First M.I.

Home Address _____
 Number & Street City & State Zip Code

Home Telephone _____ - _____ - _____ Email (please print) _____

Student's Religion _____ Parish or Church _____
 Male Female Date of Birth (M/D/Y) _____

Place of Birth _____ Jurisdiction (city or county) _____

If Catholic, check Sacraments student has received: Baptism Penance Eucharist Confirmation

Schools most recently attended:

School name and address	Grade	Dates

Has student repeated a grade? No Yes If yes, state grade _____ and reason _____

Does the student have any history of learning, emotional, physical, behavioral, or disciplinary issues: No Yes
 If yes, after reading and completing the "Records Release" document portion of the application, please attach a separate page to elaborate on your student's circumstances. All testing/assessments must accompany the application.

Other Children in Family: **Circle** current or former Seton students (use separate page if necessary)

Name	Age	Name	Age

PARENT INFORMATION

Student resides with: Check any / all that apply
 Father Mother Stepfather Stepmother Other (specify) _____

Student's parents: Check any / all that apply
 Father deceased Mother deceased Parents separated Parents divorced Parents never married

If separated, divorced or never married please specify legal custody of student and any restrictions regarding access to this student and his/her records. Documentation must be provided.

	Father	Mother	Step Parent or Other
Full Name (include titles)			
Occupation			
Employer			
Work Telephone			
Cell Phone			
Religion			
Home Telephone (if different than student)			

EMERGENCY CONTACT (Other than parent)

Name _____ Relation _____ Phone (H) _____ (W) _____

For PARENT(S)/GUARDIAN(S) to Answer:

How did you learn about Seton School?

Why do you want your child to attend Seton School? Please attach a separate page if needed.

ENTRANCE EXAM DATE REQUESTED: October 19, 2019, November 16, 2019, or January 11, 2020.

First Choice:	Second Choice:
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Family requests financial assistance: Yes No

PARENT/GUARDIAN SIGNATURE:	DATE:
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*All information on this application is considered by the school to be strictly confidential.
Deliberate falsification or omission of any information may result in the removal of the student from Seton School.
Students will not be tested unless an admissions application and fee have been received and the testing date confirmed. "Walk-ins" will NOT be accepted.*

Please include a \$125.00 non-refundable application fee and return form to: 9314 Maple Street, Manassas, VA 20110

FOR OFFICE USE				
Test Date Requested	1 st Choice	2 nd Choice	Confirmed (date)	Reminder (date)
Application	Date Received:	Check #	Year:	Grade:
Deposit	Date Received:	Check #		

Test Date:	Testing Administered by:
Report Card Submitted:	Current Grade: Age: _____ Years _____ Months

OL	Orange	Green	Math Test Given	Algebra	Geometry
Raw Score			Math Test Scores		
Percentile					
Stanine			Composition Topic		
DIQ					

Interview Comments:	Interviewer: _____
Other notes:	Score out of 10: _____
	Recommended: Yes No
ADMISSION DECISION: _____	
Summer School required or recommended: <input type="checkbox"/> Yes <input type="checkbox"/> No Course(s): _____	



Release of Student Records

Date: ___/___/___

Name and Address of School:

Phone #: _____

Fax #: _____

The following student has applied for admission to Seton School.

Student's Name	Date of Birth	Grade
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Please forward the following information to my attention no later than **Monday, February 3, 2020**, for full consideration of admission to Seton School. You may also attach a separate page to indicate and explain any disciplinary difficulties, issues with authorities, as well as any learning, emotional, physical, or behavioral issues which may affect the student's ability to learn. All testing/assessments must accompany the application. If no testing has been conducted, please include separately a brief description of the student's special circumstances.

- Academic Transcripts* [Can be unofficial. Official transcripts are due July 1, 2020, if accepted.]
- Standardized Test Scores* [Recommended but not required. These may be requested if considered relevant, for example, in home schooling situations.]
- Current Year Grades to Date* [Can be unofficial. See above note.]
- IEP/504 Plan
- Speech and Language Evaluations
- Discipline Record
- Psychological/Educational Evaluations
- Custody Information/Court Decisions

Note: In accordance with FERPA (Family Educational Rights and Privacy Act), records marked with an asterisk do not require parent signature for release. Additionally, any deliberate falsification or omission of records will result in denial of admission to Seton School or removal of a student from school if discovered after matriculation.

I give permission to have the above records forwarded to Seton School.

Signature of Parent/Guardian

Date

Attention: Julie Mantooth, Seton School Admissions Coordinator
9314 Maple St., Manassas, VA 20110