



## ADMISSIONS DATES

Early decision for Catholic families due by February 23, 2026  
 Applications/supplemental forms due by March 6, 2026

<b>October 10, 2025</b>	Online application and supplemental forms available on website.
<b>November 20, 2025</b>	Open House (RSVP on the Website)
<b>January 12, 2026</b>	Diocesan Tuition Assistance/Financial Aid applications and all supporting documentation due for parents with both a student in Catholic high school and elementary school
<b>January 29, 2026</b>	Open House (RSVP on the Website)
<b>February 2, 2026</b>	Appointments for placement testing for grades 1-5 begin Appointments for placement testing and interviews for grades 6-8 begin PK and Kinder appts for screening begin
<b>February 23, 2026</b>	Deadline for submission of all forms for early decision for Catholic families.
<b>March 6, 2026</b>	Electronic applications and supporting documentation due for consideration in first round of acceptances. Applications are still accepted after this date as part of rolling admissions which goes through the beginning of the school year.
<b>March 14, 2026</b>	Diocesan Tuition Assistance applications and all supporting documentation due for parents with only a student in elementary (K-8) school.
<b>Late March/April</b>	Acceptance notifications sent out via email

## Application Process

The application process is completed in two steps. There is an online application that collects basic demographic information and there are supplemental forms that need to be downloaded or can also be picked up in the school office.

**Step 1. Online application.** Complete the online electronic application which can be found on the school's website ([aquinastars.org](http://aquinastars.org)) under the admissions tab > how to apply.

When entering information into the online application form, please enter the primary person responsible for coordinating the application (mother and/or father) into contact

1. The other parent should be listed as contact 2 and then enter the Emergency Care contacts. All other contacts should be after the parents. You can have up to 6 contacts.

You will need the following documents electronically so you can upload them as part of the online application:

- Birth certificate
- Baptismal Certificate (required for Catholic students)
- School Entrance Health Form (physical form with immunizations). A NEW School Entrance Health Form, must be submitted for admissions. The date of the physical (found on pg 4) must have been completed after August 22, 2025
- Individualized Education Plan, 504 Plan, Special Education Child Study minutes, or Student Assistance Plan

For PK, students need to be four by September 30. For Kindergarten, students must be five by September 30

**Step 2. Supplemental forms.** Download from the admissions page > How to Apply > supplemental forms. The supplemental forms are required before we can begin processing your application. The supplemental forms can be emailed to the admissions office at [admissions@aquinastars.org](mailto:admissions@aquinastars.org) or dropped off at the school office. Paper copies of the forms are available in the admissions folder or can be picked up in the school office. Office hours are Monday-Friday, 8:00-2:30 p.m.

**Step 3. Pay the application fee.** Payment is made via the link found on the website under admissions > How to Apply

**Step 4. Tuition Assistance/Scholarships.** If you need financial assistance, please complete the application at FACTS Grant and Aid (<https://online.factsmgt.com/signin.aspx>). You must have submitted an admissions application to the school, before your tuition assistance application will be considered. See the flyer for more information on Financial Aid

Application steps	<p><b>Step 1</b> – Complete the online application. The link is on the admissions page &gt; how to apply. <b>List person responsible for coordinating the application as contact 1.</b></p> <p><b>Step 2</b> – Download and complete the Family Faith Form, Request for Records, Parent Questionnaire, and Student Questionnaire. Email completed forms to <a href="mailto:admissions@aquinastars.org">admissions@aquinastars.org</a> or drop them off at the school office.</p> <p><b>Step 3</b>– Pay the application fee. Payment is made via the link on the admissions &gt;how to apply page</p> <p>Step 4 – Complete application for Tuition Assistance, if needed</p>
Application Fee	Link on admissions >how to apply page. Non-refundable application fee of \$75.00 for sibling of a current family or \$150 for a new family
Copy of Birth Certificate	Uploaded, A copy is required with your application and should be uploaded directly into the online application
Baptismal certificate for Catholic families	Uploaded. Catholic only. Includes Baptismal, Reconciliation, and First Eucharist (if they have been received)
Request for Records/Student Records	Found in supplemental forms on the admissions page >how to apply. Required for students applying for grades 1-8. Form can be mailed, emailed, or dropped, at school office. Aquinas will request records for students who attend public/private school. Homeschooled students should submit report cards and testing with their other documentation.
Student Recommendation Form	The student recommendation form will be emailed by the school to your child’s current academic teacher. The teacher will email it directly back to the school office. We use the information you provide on the Parent Questionnaire.
Family Faith Form	<p>Mailed or emailed. This <b>form is required for all applicants</b> whether they are catholic or not. For non-Catholic families, the form should be completed and submitted with the other documentation/forms. For Catholic families, the form should be submitted to your parish at the following email addresses or dropped off at your parish office.</p> <p>Sacred Heart – <a href="mailto:office@shcva.org">office@shcva.org</a>  St. Elizabeth Ann Seton - <a href="mailto:receptionist@setonlakeridge.org">receptionist@setonlakeridge.org</a>  Our Lady of Angels – <a href="mailto:olas.t.a.r.s@olacc.org">olas.t.a.r.s@olacc.org</a></p> <p>Catholic families that are out of the area should also complete and submit the form so they can receive the Catholic rate for the first year.</p>
Parent Questionnaire	One per student. Can be emailed or dropped off at school office.
Health Forms- Immunizations and School Entrance Health Form	Mailed, emailed, or dropped off at the school office. At a minimum, a list of immunizations for your student has to be submitted with your application. The completed School Entrance Health Form is required before a student will be allowed to start and must be submitted by <b>August 1</b> . Physical dates on the School Entrance Health Form (pg. 4) must be after 8/22/2025.
Student Questionnaire	Required for students applying for grades 1-3 and 4-8.
Custody Decree	Mailed, emailed, or dropped off at school office. A copy of the custody decree should be provided with the other documentation.
IEP/504/ELL or other information	If you child has an IEP or 504 plan please contact the admissions office <b>before</b> completing the application documentation so we can determine if we can accommodate the student