



Dear Parent:

Thank you for your interest in Christ the King Catholic School, which offers a rigorous education program, rooted in Catholic faith and tradition, for children from pre-kindergarten through eighth grade. The school provides a strong spiritual atmosphere dedicated to the formation of the whole child. Centered upon the teachings of Jesus Christ, and dedicated to providing a rigorous academic program, varied extracurricular activities, and service to the community, Christ the King Catholic School is committed to not only fostering young people of conscience and character, but also civic minded, productive citizens.

We invite you to visit Christ the King Catholic School to meet our dedicated faculty, see our wonderful physical facilities and learn more about our outstanding academics and activities. The safety and security of our students and staff is a top priority and we have made many updates to the physical plant and are fortunate to have a full-time Security Resource Officer on campus. We are also blessed to have a counselor on campus, who supports the social-emotional health of our students. Our highly qualified teachers and administrators work closely with students and parents to help students achieve their full potential.

We are proud of our school facilities and community. The science lab, computer lab, art room and music room, as well as our individual classrooms offer an atmosphere steeped in Catholic tradition. While there are a variety of athletic activities offered at CK, the arts are well supported and attended with school plays, Greek and Shakespeare festivals, and our new Broadcasting class, which produces the "CK News" each week. Christ the King School also offers a resource program called SOAR (Supplemental Opportunities for Academic Readiness) that allows students with learning differences to receive additional individualized instruction. Our continued long-standing tradition of strong parental involvement and a family atmosphere is what makes our school community unique and inviting. Many of our students spend the majority of their childhood here at CK, and we take this responsibility to heart. Our aim is for our students to be safe, fully supported in all areas of their development, and faithful stewards of God's gifts.

Please contact the school at 843-3909 with any questions you may have. We would be happy to arrange a tour of our school for you. You also may visit our website at [www.ckschool.com](http://www.ckschool.com) for more information. We strongly urge you to consider Christ the King Catholic School for your family's educational needs.

Sincerely,

A handwritten signature in black ink, appearing to read 'JR', is written over a horizontal line.

Jenny Richard, PhD  
Principal  
Christ the King Catholic School

## ADMISSION POLICY

As a Roman Catholic School dedicated to the dignity of every human being, there is no discrimination in our enrollment practices according to sex, race, ethnic background, social or economic status. Since we are a religiously oriented school for the Catholic community, we give preference to members of the Roman Catholic Church, but also welcome members of other creeds after the Catholic community has been served. Applications for admission are available at the school office or from our website at [www.ckschool.com](http://www.ckschool.com).

## AGE REQUIREMENTS

It is the policy of the Catholic School Department of the Archdiocese of Oklahoma City to abide by the requirements established by the Board of Education of the State of Oklahoma. Children who are 5 years-old on or before September 1st may be admitted into Kindergarten in August of the same year. A first grade student must be 6 years-old on or before September 1st to be admitted into the first grade of the same year. Proof of age by furnishing a copy of a birth certificate is required. A student in second through eighth grade will be placed according to the grade information from the last school he/she attended. Proof of grade must be furnished at the time of enrollment.

## WAITING LIST

Students who are placed on a waiting list are required to pay a **\$25.00 fee** and will be notified when there are available openings. The waiting list is updated on a regular basis.



## ADMISSION REQUIREMENTS

The following documents are required **at the time of application**. **Names will not be added to waitlist until ALL documents are received:**

1. Completed application form.
2. Birth certificate copy (State Department of Health).
3. An up-to-date immunization record signed by a physician.
4. Sacramental records.
5. Student must be 4-years-old by September 1st to enroll in all-day preschool program.
6. For admission of older children, transfer documents or withdrawal from the school previously attended.
7. If transferring from a public school, a letter of recommendation from a teacher or administrator is required. (not mandatory for new kindergarten students).

## ENTRANCE PRIORITIES

Admission is based on available space within a classroom and the following guidelines:

1. Active parishioners with children currently enrolled in Christ the King Catholic School.
2. Active parishioners with school age children not presently enrolled in Christ the King provided they have been on the waiting list prior to pre-registration.
3. Non-parishioners from neighboring or other parishes in the Oklahoma City metropolitan area with students currently enrolled at Christ the King.
4. Catholic families transferring into Christ the King parish.
5. Non-Catholic family with students currently enrolled at Christ the King.
6. Non-parishioner from neighboring or other parish in the Oklahoma City metropolitan area.
7. Other non-Catholic families.



Christ the King Catholic School  
 1905 Elmhurst Avenue  
 Oklahoma City, OK 73120  
 Phone – (405) 843-3909  
 Fax – (405) 843-6519

FEE PAID \_\_\_\_\_

Year for which applying \_\_\_\_\_

Date Received \_\_\_\_\_

**NEW STUDENT APPLICATION FORM**

Name of Student \_\_\_\_\_

Student's Home Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home Telephone No. \_\_\_\_\_ Sex (M/F) \_\_\_\_\_

Birth Date \_\_\_\_\_ Birth Place (city) \_\_\_\_\_ Entry Grade and Year \_\_\_\_\_

3-year-old Half Day \_\_\_\_\_ Pre-K Half Day \_\_\_\_\_ Pre-K All Day \_\_\_\_\_

**Placement for all day pre-school will be based on the date when the child was placed on the waitlist. If you plan for your child to start in the half day program and wish for them to attend all day pre-k in the future, please check both the half day and full day option on the application for your child to be put on both waitlists.**

Religion \_\_\_\_\_ Baptismal certificate **must** be presented if Catholic

*Ethnicity:* Please check **all** that apply:  Caucasian  African American  Asian  Hispanic  Native American

**Federal Ethnicity and Race:** Is the student Hispanic or Latino? Yes \_\_\_\_\_ No \_\_\_\_\_

Parish NOW attending \_\_\_\_\_ Are you an active practicing Catholic? Y/N \_\_\_\_\_

**Sacraments received:**

Baptism: Date \_\_\_\_\_ Parish \_\_\_\_\_ City/State \_\_\_\_\_

Reconciliation: Date \_\_\_\_\_ Parish \_\_\_\_\_ City/State \_\_\_\_\_

Eucharist: Date \_\_\_\_\_ Parish \_\_\_\_\_ City/State \_\_\_\_\_

**School or Schools attended:**

1. School \_\_\_\_\_ Years \_\_\_\_\_ Grade \_\_\_\_\_

2. School \_\_\_\_\_ Years \_\_\_\_\_ Grade \_\_\_\_\_

3. School \_\_\_\_\_ Years \_\_\_\_\_ Grade \_\_\_\_\_

If transferring, a letter of recommendation from last teacher or principal **must** be presented with application.

Currently enrolled in a Religious program: Yes \_\_\_\_\_ No \_\_\_\_\_

If you answered with yes, where? \_\_\_\_\_ How many years? \_\_\_\_\_

# FAMILY

Mother's Name \_\_\_\_\_ Religion \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Telephone Numbers: Home \_\_\_\_\_ Business \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

Business or Employment \_\_\_\_\_

Father's Name \_\_\_\_\_ Religion \_\_\_\_\_

Address \_\_\_\_\_

Telephone Numbers: Home \_\_\_\_\_ Business \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

Business or Employment \_\_\_\_\_

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## SIBLINGS

<u>Name</u>	<u>Birth Date</u>	<u>Grade</u>	<u>School Attending</u>
1. _____			
2. _____			
3. _____			
4. _____			

Is the child residing with both parents? Yes  No

Has your child ever required special services? Yes  No  Prior IEP? Yes  No

Does your child have special needs? Yes  No

Prior psychological/behavioral/cognitive testing? Yes  No

If you answered yes to either question, please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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All new students accepted into Christ the King Catholic School are placed on a **nine-week probationary period**. At the end of this period, the student's academic and behavioral performance will be evaluated by the classroom teacher to determine whether or not the school can meet the needs of the child.

