## **ENROLMENT PROCESS – PREFERENCE STUDENTS**

Parent contacts school

Parents make contact with Principal Principal explains nature of Catholic school, religious curriculum, parent commitments Policy on preference explained

- \*Legal obligation to pay Attendance Dues
- \*Preference Certificate required
- \*Parent commitments

Claiming Preference

Obtain preference certificate from Parish Priest or contact Diocesan Office

Arrange payment of Attendance Dues

If Preference
Certificate
refused

Parents can appeal decision

Directly or via Principal submit Appeal Form to Proprietor's office or Diocesan Education Manager

Investigation and review of decision undertaken

Parents advised of outcome

Enrolment as
Preference
Student

Those students with Preference Certificates will be enrolled if space available No student can be enrolled as a Preference Student unless Principal has received a Preference Certificate signed by Parish Priest or approved signatory

