

# **ST. STEPHEN ELEMENTARY SCHOOL**

355 Grafton Street

Worcester, MA 01604

PHONE 508.755.3209 FAX 508.770.1052

[www.st-stephen.net](http://www.st-stephen.net)

*Fully Accredited by the New England Association of Schools and Colleges*

## **APPLICATION PROCESS: PRE-KINDERGARTEN**

1. Complete application form and submit with \$100 registration fee.
2. If you did not attend the open house, call the school office to make an appointment to meet with the teacher.
3. Report of status of prospective student(s) from the principal in the form of a letter.

### **If the student is offered acceptance. . .**

- 1) Confirmation in writing to the parent(s)/guardian(s) is sent.
- 2) Remit the tuition down payment (\$300 per child) (\$200 for two day students) within two weeks of receipt of acceptance letter.
- 3) Select tuition payment plan and return form to school.
- 4) Purchase of uniforms prior to school's opening.
- 5) Completion of all mandated medical forms. These will be sent to you.
- 6) Completion of all forms sent during August mailings.