HOW TO APPLY: **Check website 'Important Dates' for Due Dates**

- Access the **ONLINE APPLICATION** via the link on our school website:
  www.smmknight.org, under the Admissions tab
- Click on **Create an Account** & complete all required fields, as the parent/guardian.
- Verify email address: Upon account creation, you will receive an email containing a verification link.
- Click on **Online Application** & log in with username and password.
- Click on **Create a New Student Application;** you will then have the flexibility to log in and out of your account and access your open application. Use a headshot as photo for your student.
- Complete and submit the online application, and pay online the non-refundable application fee of $100.

- Include the Required Documents to accompany the ONLINE APPLICATION - *See list below*
- ◊   Upload within the online application - OR
- ◊   Send as email attachment to registrar: mccarthyL@smmknight.org - OR
- ◊   Deliver hard copies to school office, attn: Registrar

- *KINDERGARTEN APPLICANTS:* Schedule Kindergarten Screening appointment with the school office.
- ◊   Submit $50 Kindergarten Screening Fee payment to school office.

New student applications are *due in early February each year*, with the non-refundable application fee of $100 per student.
Upon acceptance, a $100 non-refundable acceptance fee will be due.

Questions? Please contact Mrs. Lisa McCarthy, school registrar: mccarthyL@smmknight.org

Required Documents, in addition to the completion of the ONLINE APPLICATION:
- Student Photo – please use a head shot for application photo
- Birth Certificate
- Baptism Certificate
- State of Florida Physical Form DH3040
- State of Florida Immunization Form DH680
- Family Photo
- Introductory Letter: from parents to Fr. Walsh and Mrs. Walsh introducing your family, outlining your parish involvement
- Kindergarten applicants: Kindergarten Development Readiness Form –
       Provide email address for current Pre-K teacher, form completed online
- Kindergarten applicants: contact school office to schedule Kindergarten Screening appointment & pay $50 screening fee
- Applicants for Grades 1-8: Request for Information Prior to Acceptance –
       Provide email address for current teacher(s), form completed online
- Applicants for Grades 1-8: Copy of two prior years' and most recent Report Cards
- Applicants for Grades 3-8: Copy of prior years' and most recent standardized testing results