



ARCHBISHOP DENIS O'CONNOR C.H.S.

PRE-ADMISSION APPLICATION PACKAGE

Thank you for your interest in attending Archbishop Denis O'Connor C.H.S. Students wishing to enroll at the school must complete the attached package and submit it to the Guidance office. Completed packages will be forwarded to a school administrator. The steps to complete this package are as follows:

1. Complete the attached **Pre-Admission Application Package**.
2. Obtain and attach the following documents with this package:
 - Birth Certificate or Baptismal Certificate
 - Official Transcript or Ontario Student Status Sheet
 - A complete Attendance Summary (obtained from the last school attended)
 - Most recent Report Card
 - Individual Education Plan (IEP) – if applicable
 - Results of the Ontario Secondary School Literacy Test
 - Proof of Community Service hours earned to date
 - Proof of Residency
 - Immunization Record (if currently living outside Durham region)
 - Proof of Custody (if applicable)
 - Photocopy of Health Card
3. Send or deliver all documents to the following address:

Archbishop Denis O'Connor C.H.S.
Attn: Guidance Department
80 Mandrake Street
Ajax, ON
L1S 5H4
4. If your application has been accepted you will receive a phone call to schedule an interview with a Vice-Principal. **The scheduling of an interview does not guarantee acceptance to Archbishop Denis O'Connor C.H.S.**



ARCHBISHOP DENIS O'CONNOR C.H.S.

80 Mandrake Street
 Ajax, ON
 L1S 5H4
 Phone: (905) 427-6667
 Fax: (905) 427-1557

PRE-ADMISSION APPLICATION PACKAGE

A. Personal Information		
Student Name: (Last)	(First)	(Middle)
Address:		
Home Phone Number:	Date of Birth: (yy/mm/dd)	
Religion:		
Parent/Guardian (Father):	Religion:	
Parent/Guardian (Mother):	Religion:	
Father's Business Phone:	Mother's Business Phone:	

B. Previous Schools Attended (list most recently attended school first)			
Dates Attended	Name of School	Location (City, Province)	Reason for Leaving
Have you been suspended from school during the past year? Yes: _____ No: _____			
Have you been expelled from any school? Yes: _____ No: _____			

C. Report from last school attended (To be completed by Principal, Vice-Principal)	
School Name:	Phone Number:
How long did you attend the above school (give specific dates)?	
The previous Principal or Vice-Principal is asked to comment on the following:	
Attendance:	
Behaviour:	
Achievement:	
General Comments:	
Previous Principal/Vice-Principal/Designate Signature:	Date:

D. Courses of interest for current school year. Include grade level.	
1.	2.
3.	4.
5.	6.
7.	8.
Two Alternate Selections:	

E. Programming
Does the student have an Individual Education Plan (IEP)? Yes: _____ No: _____ If yes, a copy will be needed at registration.
Is the student identified? (IPRC) Yes: _____ No: _____
Does the student require ESL or ELD support? Yes: _____ No: _____

F. In the space below please tell us why you would like to attend Archbishop Denis O'Connor C.H.S. Please print. (To be completed by the student)
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G. Parent/Guardian Acknowledgement

As you know, Archbishop Denis O'Connor C.H.S. is a Roman Catholic School. Students are expected to:

1. Respect the sacredness of each individual.
2. Participate respectfully in offering morning prayers in class.
3. Respect religious symbols throughout the school.
4. Take a religion course every year and participate in spiritual retreats as part of the Religion program.
5. Attend and exhibit respectful behaviour during any liturgical celebrations.

The following school policies are in place and will be enforced.

1. Students must wear the school uniform to the specifications laid out in the student handbook.
2. Safe School Policy – Zero tolerance for any violence.
3. Substance abuse policy – No drugs, alcohol and cigarettes on school property during school trips.
4. Antiracist and Ethnocultural Policy – We are all created equal in God's eyes
5. Students may not have cell phones, pagers or electronic devices of any kind in the school.

I give permission for Archbishop Denis O'Connor C.H.S. to contact the student's previous school(s) to obtain pertinent information regarding this application.

Signature of Parent/Guardian

Signature of Student

For Office Use Only

1. The application package was received on: _____

2. Documentation received:

- Birth Certificate or Baptismal Certificate
- Official Transcript or Ontario Student Status Sheet
- A complete Attendance Summary (obtained from the last school attended)
- Most recent Report Card
- Individual Education Plan (IEP) – if applicable
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- Proof of Residency
- Immunization Record (if currently living outside Durham region)
- Proof of Custody (if applicable)
- Photocopy of Health Card

3. Package referred to administration.

Date/Time : _____

4. Package returned to Guidance:

5. Comments:

Student Approved: Yes: _____ No: _____ V.P. Signature: _____

6. Registration Date:

Counsellor: