

The San Miguel School of Tulsa
2434 East Admiral Blvd, Tulsa, OK 74110/ phone: 918-592-6770

Application/Admissions Information

The following information must be completed and returned to The San Miguel School of Tulsa **by March 23, 2010.**

1) Application Form: Completing and returning the Application Form to Anne Edwards (San Miguel Tulsa, 2434 East Admiral Boulevard, Tulsa, OK 74110) begins the application/admissions process. A home visit and family interview will be scheduled once San Miguel Tulsa receives the Application Form.

2) Teacher Recommendation Form: Students give their current teacher the Teacher Recommendation Form. Teachers complete the form and return it directly to San Miguel Tulsa. Information on this form will remain confidential.

3) Transcript Release Form: The Transcript Release Form provides written parent/guardian consent for San Miguel Tulsa to receive a copy of the student's transcript and confidential school records. Parents/Guardians should sign the Transcript Release Form and return it with the application.

ADMISSIONS TIMELINE

January - March **Application Materials Delivered to Prospective Families and Home Visits**

March **Applications Are DUE!**

April **Admission Letters Mailed**

July **Camp San Miguel for Incoming Sixth Graders**

Contact Anne Edwards at 918.728.7337 for questions about this application

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Family Information

(To be completed by the parent/guardian)

Mother (or Guardian) Name: _____

Father (or Guardian) Name: _____

Parents (or Guardians) Occupation(s): _____

Employer(s): _____

Work phone: _____

Address (if different than child's):

Brothers/Sisters:

Name	Age	Grade	School

Ethnic background: Please identify your ethnic background/origin. For example: Asian, Hispanic/Latino, Caucasian, African American, Filipino, etc.

Please check if appropriate:

Parents married Father deceased Mother deceased
 Parents separated / divorced Father remarried Mother remarried

Student lives with _____ Relationship: _____

Home phone: _____ Work phone: _____

Family Economic Information

The San Miguel School of Tulsa is a non-tuition driven school that serves students and families who cannot afford tuition costs at private schools. Since economic need is one criterion for admission to San Miguel, each family needs to complete the following information about its economic status. All information will remain confidential and will only be viewed by the admissions committee.

Number of dependents in family _____

Number of Children enrolled in public schools _____

Number of Children, if any, enrolled in private schools _____

Current family income level: _____

Please submit one of the following with your application:

- a. 2008 -2009 Federal Income Tax Return (Form 1040 or 1040A) or W-2 Form
- b. Letter from Social Security Office stating amount of your Social Security or Supplemental Security Income (SSI)
- c. Letter from the Department of Social Services indicating budget

Educational Information

To your knowledge, does the student receive any school related support services? _____
If yes, please check those that apply:

- Counseling (in school) Resource room Speech/language therapy
- Counseling (outside school) ESL Title 1 Remedial Math
- Title 1 Remedial Reading Other (please specify) _____

San Miguel

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Student Report

Please indicate by placing an "X" under the response that best identifies how well you perform in the following academic and nonacademic areas. There are no right or wrong answers.

Difficult	Is Okay	Is Easy	Is
Ability to pay attention in school.....	_____	_____	_____
Athletics/Physical Education.....	_____	_____	_____
Drawing/Artwork.....	_____	_____	_____
Building/Fixing Things.....	_____	_____	_____
Making Friends.....	_____	_____	_____
Reading Individual Words.....	_____	_____	_____
Understanding What I Read.....	_____	_____	_____
Reading Speed.....	_____	_____	_____
Handwriting (Legibility).....	_____	_____	_____
Writing Reports.....	_____	_____	_____
Creative Writing.....	_____	_____	_____
Spelling.....	_____	_____	_____
Math Computation.....	_____	_____	_____
Solving Math Word Problems.....	_____	_____	_____
Copying from the Board.....	_____	_____	_____
Completing Household Chores.....	_____	_____	_____
Using a Computer for School Work.....	_____	_____	_____
Completing Homework.....	_____	_____	_____
Know What and How to Study for a Test.....	_____	_____	_____
Organization of School Work.....	_____	_____	_____
Following oral directions and multi-step directions... ..	_____	_____	_____
Participating during class (asking questions etc.)	_____	_____	_____
Comfortable talking about academic topics.....	_____	_____	_____
Playing a Musical Instrument/or Signing.....	_____	_____	_____

Please comment on any of the above items.

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Parent/Guardian Report

Parents/Guardians,

You possess important knowledge and perspectives that can help San Miguel Tulsa identify your student's academic strengths, academic weaknesses, and areas of interests. This information will assist with the development of an Individualized Learning Plan for your student. Please respond openly and honestly to the following questions.

Please describe specific circumstances that have affected your student's performance in school (for example: illness or physical handicap, particular learning difficulties, family circumstances, frequent changes in home or school). Please include documentation concerning any special testing your child may have had.

Is there any illness or disability that impacts your student's studies or participation in school activities (i.e. physical education)? Yes No

If yes, please indicate what they are (asthma, dyslexia, etc.) and explain.

Approximately how many days has your student been absent from school in the past two years? Please explain.

List any activities / sports / clubs in which your student is currently a participant.

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Parent/Guardian Observations of Student's Strengths and Weaknesses

Please indicate by placing an "X" under the response that best represents how well your student performs in the following academic and nonacademic areas. Leave any area that does not apply to your student blank. You may add areas of strengths and weaknesses in the comment section.

Difficultly	Has Okay	Is Well	Does
Ability to pay attention in school.....	_____	_____	_____
Athletics/Physical Education.....	_____	_____	_____
Drawing/Artwork.....	_____	_____	_____
Building/Fixing Things.....	_____	_____	_____
Making Friends.....	_____	_____	_____
Reading Individual Words.....	_____	_____	_____
Understanding What He/She Reads.....	_____	_____	_____
Reading Speed.....	_____	_____	_____
Handwriting (Legibility).....	_____	_____	_____
Writing Reports.....	_____	_____	_____
Creative Writing.....	_____	_____	_____
Spelling.....	_____	_____	_____
Math Computation.....	_____	_____	_____
Solving Math Word Problems.....	_____	_____	_____
Completes Household Chores.....	_____	_____	_____
Using a Computer for School Work.....	_____	_____	_____
Completing Homework.....	_____	_____	_____
Know What and How to Study for a Test.....	_____	_____	_____
Organization of School Work.....	_____	_____	_____
Playing a Musical Instrument/or Signing.....	_____	_____	_____

Please comment on any item you believe warrants a response.

Primary language spoken at home:

Languages student reads and writes:

Parent/Guardian Statement of Intent

Please write a paragraph telling why you wish for your student to attend The San Miguel School of Tulsa. This paragraph may be written in the parent or guardian’s native language.

I/we agree to cooperate fully with the rules and policies set forth by San Miguel Tulsa.
Parent (Guardian) signature: _____ Date: _____

Parent (Guardian) signature: _____ Date: _____

Policy of Non- Discrimination:

The San Miguel School of Tulsa admits students of any race, color, nationality, and religion to all rights, privileges, programs, and activities generally accorded or made available at school. The San Miguel School of Tulsa does not discriminate on the basis of race, color, nationality, or religion in the administration of its educational policies and school-administered programs.

Please return this application form to:

Anne Edwards, Project Director

San Miguel School of Tulsa

2434 East Admiral Blvd

Tulsa, OK 74110

A Catholic Lasallian Middle School

The San Miguel School of Tulsa
 2434 East Admiral Blvd, Tulsa, OK 74110 / phone: 918-728-7337

Confidential Teacher Recommendation Form

Dear Colleague:
 The student identified below has applied for admission to San Miguel Tulsa. Your insight into his/her academic and nonacademic strengths and weaknesses is important as we begin to develop an Individualized Learning Plan (ILP) tailored to his/her needs. Please respond to the following questions. Thank you in advance for your time and effort in sharing your professional insights about this student. For additional information on San Miguel Tulsa refer to the attached materials.

Student's Name: _____

How long have you known this student? _____

In what capacity? _____

Teacher Identification of Student's Strengths and Weaknesses

Please indicate by placing an "X" next to the response that best reflects how well the student performs in the following academic and nonacademic areas. Leave any area that does not apply blank. You may add areas of strengths and weaknesses in the comment section.

Has	Is Difficulty	Does Okay	Well
1) Arrives Prepared for Class.....	_____	_____	_____
2) Works to Ability.....	_____	_____	_____
3) Completes Assignments on Time.....	_____	_____	_____
4) Shows Respect for Peers.....	_____	_____	_____
5) Shows Respect for Adults.....	_____	_____	_____
6) Demonstrates Academic Potential.....	_____	_____	_____
7) Ability to Pay Attention in school.....	_____	_____	_____
8) Athletics/Physical Education.....	_____	_____	_____
9) Drawing/Artwork.....	_____	_____	_____
10) Building/Fixing Things.....	_____	_____	_____
11) Making Friends.....	_____	_____	_____
12) Reading Individual Words.....	_____	_____	_____
13) Understanding What He/She Reads.....	_____	_____	_____
14) Reading Speed.....	_____	_____	_____
15) Handwriting (Legibility)	_____	_____	_____
16) Writing Reports.....	_____	_____	_____
17) Creative Writing.....	_____	_____	_____
18) Spelling.....	_____	_____	_____
19) Math Computation.....	_____	_____	_____
20) Solving Math Word Problems.....	_____	_____	_____
21) Copying from the Board.....	_____	_____	_____
22) Completing Household Chores.....	_____	_____	_____
23) Using a Computer for School Work.....	_____	_____	_____
24) Completing Homework.....	_____	_____	_____

- 25) Knowing What and How to Study for a Test..... _____
- 26) Organization of School Work..... _____
- 27) Following oral directions/multi-step directions..... _____
- 28) Participating during class (asking questions etc.)..... _____
- 29) Comfortable talking about academic topics..... _____
- 30) Playing a Musical Instrument/or Signing..... _____

Please comment on any item you believe warrants a response.

Please list any extracurricular activities the student participates in at school.

Please comment on the student's academic abilities, maturity level, leadership potential and other factors that may influence his/her potential for success at San Miguel Tulsa.

How do you recommend this student for San Miguel Tulsa?

Highly recommend Recommend Do Not Recommend

**Thank you again for your time and effort. Please return this form in the attached envelope to: The San Miguel School of Tulsa, 2434 East Admiral Blvd, Tulsa, OK 74110
The deadline for completed applications is May 14, 2010.**

Name (please print) _____

Signature _____ Date _____