



ST MARY'S COLLEGE

How to Enrol and Enrolment Timeline

How to Enrol

Please go to the Enrolments section of the St Mary's College website –

<https://www.stmaryak.school.nz/>

- Click on **St Mary's College Enrolment Form – Section A and complete**
- Now complete **St Mary's College Enrolment Form – Section B** which is included in this prospectus
- Complete the following 2 documents included in this prospectus
 - **Preference Students (Catholic) - The Preference of Enrolment Certificate to be signed by the Parish Priest**
 - **Use of Devices and Internet Agreement BYOD – to be signed by the parents and student**
- We also require the following documents to accompany Section B
 - Copy of student's most recent school report
 - Copy of Birth Certificate
 - Non-NZ residents – a copy of passport with visa/permit which states the student is a domestic student
 - Copy of Catholic Baptismal Certificate if baptised and any Sacramental Certificates
 - Two passport-size photos attached to your application
 - Non-preference students – a reference from your church community or primary school

Thursday 18 March 2021

This is the closing date for enrolments for Year 7 students, and the limited places available for Year 9 students, in 2022. Enrolments for other levels are considered subject to places available. Any late enrolments received will be considered for a place after all other enrolments have been processed.

Thursday 6 May 2021

Families with an offer of place are required to **confirm acceptance** of the offer made by St Mary's College by this date.

Enrolment Queries

Enrolment queries can be made to the Enrolment Officer, Kim Lockhart via email or by phoning (09) 376 6568 x747 or enrolments@stmaryak.school.nz during school office hours, 8am-3.30pm daily.

**** Please note - applications will not be accepted unless all documents are completed**