

**ST LEO'S CATHOLIC COLLEGE
ENROLMENT APPLICATION DOCUMENT CHECKLIST:**

Please forward with your application:

- A passport-sized photo of the student
- A brief letter of introduction from the parents/guardians (e.g. why your child would like to/you would like your child to attend St Leo's; a bit about your child and family such as interests, community involvement, etc.)

I have enclosed photocopies of the following documents:

- Birth Certificate (government requirement)
- If applicable, Baptismal and other Sacramental Certificates to date
- Most recent previous school report and Year 5 NAPLAN (if completed)
- Immunisation History Statement - (government requirement)
- **If the student was not born in Australia:** their Passport, visa, and/or citizenship documentation (government requirement)
- **If either or both parents were not born in Australia:** their Passport, visa, and/or citizenship documentation (government requirement)
- If applicable, relevant Family Court Orders
- If applicable, relevant medical and/or special needs information
- If applicable, reports of assessments your child has received for speech, hearing, cognitive (IQ), occupational therapy

Also, if a Catholic family:

- I have included the Parish Priest/Minister Reference form, **or**
- I have sent/will send the Parish Priest/Minister Reference for completion and they will forward to the College (usual practice).

Submitting the Application Form

Please submit the form and required documentation **in person if possible** to College Reception (open 8am-4pm school days) so that we can check you have everything needed.

If you are not able to submit in person, please scan and email to stleos@dbb.catholic.edu.au or mail to Locked Bag 1007 Wahroonga NSW 2076