

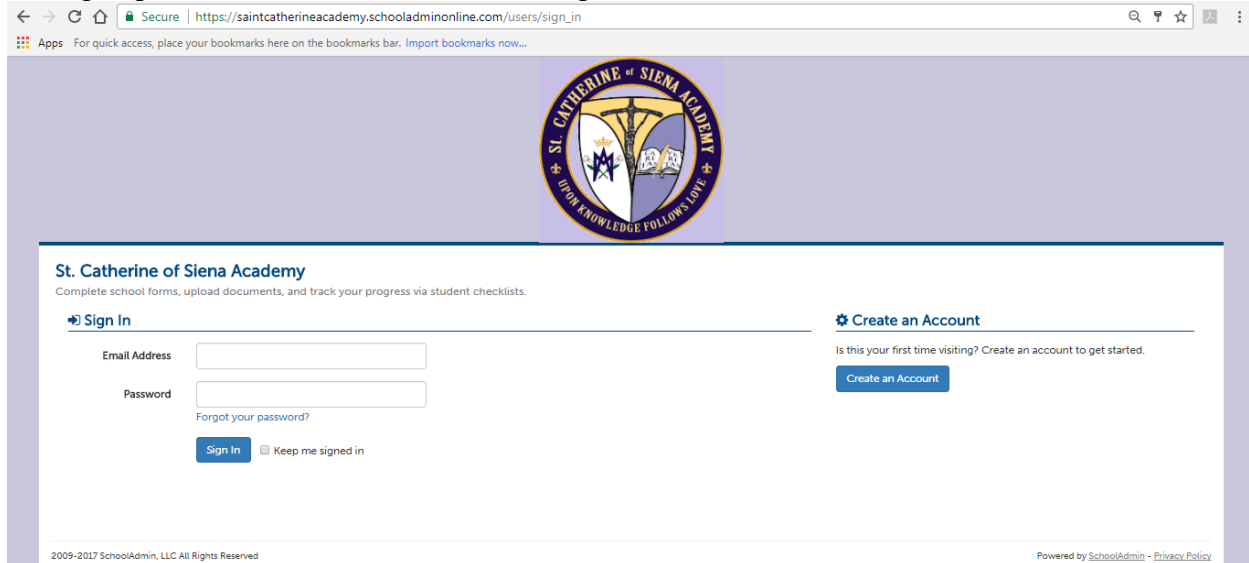


SCA Online Application Instructions

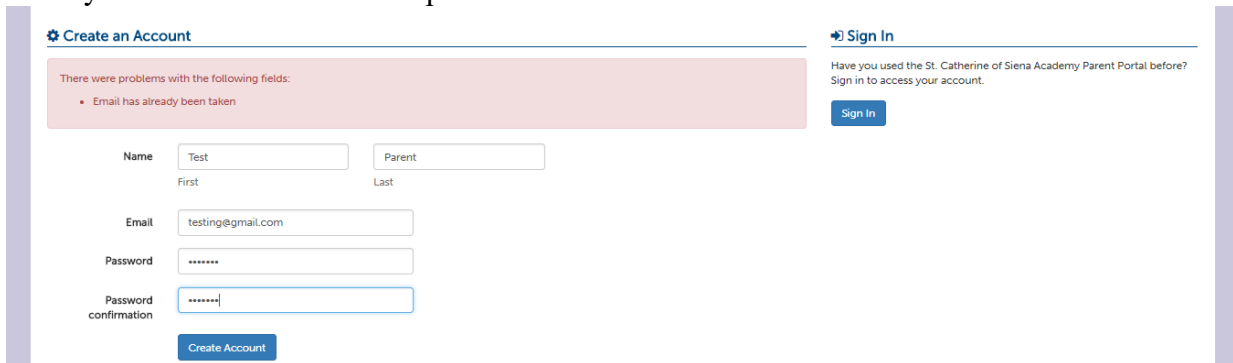
If St. Catherine of Siena Academy is the only Catholic High School you plan to apply to, you will want to apply to St. Catherine’s through the SCA Online Application Portal:

https://saintcatherineacademy.schooladminonline.com/users/sign_in

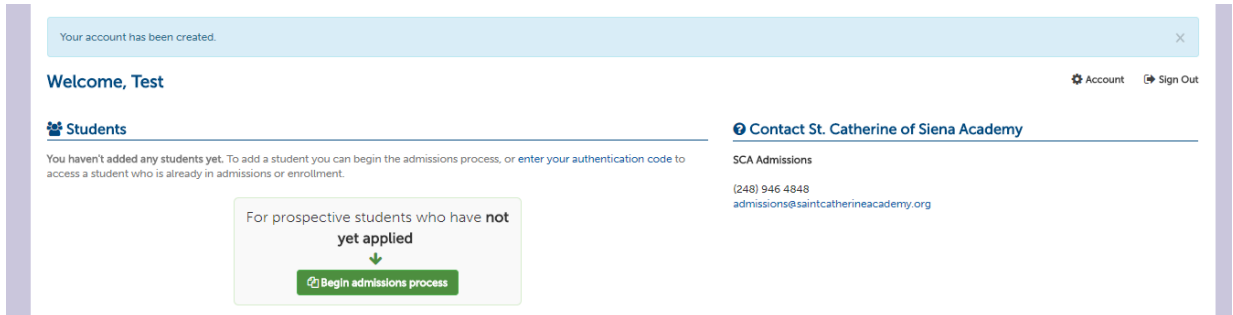
To begin, press “create an account” on the right-hand side:



Enter your information and then press “Create Account.”



You should see a welcome screen as in the picture below. Press the green button, “Begin Admissions Process”:





SCA Online Application Instructions

You will be presented with a 7-page Application. Please fill out each page.

Page 1 – Applicant Information (looks like the below picture)

Page 2 – Household Information

Page 3 – Sibling Information

Page 4 – Legacy

Page 5 – Student Questionnaire

Page 6 – Signature

Page 7 – Opportunity to review the information you entered. Then press SUBMIT.

← Back to Parent Portal Account Sign Out

New Student Application

APPLICANT INFORMATION

* indicates required fields

Applicant Information

Name of Applicant *
 First* Middle Last* Suffix

Preferred Name

Applicant's Birth Date *
 mm/dd/yyyy

Now you will see a thank you page. **Don't leave yet! You're not quite done!** Press "Back to Parent Portal" located in the upper left-hand corner next to the back arrow.

← Back to Parent Portal Account Sign Out

Thank you

Thank you for applying to St. Catherine of Siena Academy. We have received your application.

2009-2017 SchoolAdmin, LLC All Rights Reserved Powered by SchoolAdmin - Privacy Policy

Press the blue button, "Continue Admissions Process."

Welcome, Test Account Sign Out

Students

test test
 Applying for 9th Grade in 2018-2019
 3 items left | View Checklist

[Continue Admissions Process](#)

[Add a new student - Prospective students who have not yet applied](#)

[Apply for a new year - Prospective students who applied previously but would like to apply for a new year](#)

Contact St. Catherine of Siena Academy

SCA Admissions
 (248) 946 4848
 admissions@saintcatherineacademy.org

2009-2017 SchoolAdmin, LLC All Rights Reserved Powered by SchoolAdmin - Privacy Policy

Now you are viewing your Admissions Checklist. The 7-page application you completed was step 1 of 4 of the application process. The Admissions Checklist will look like this:



Apps For quick access, place your bookmarks here on the bookmarks bar. [Import bookmarks now...](#)

Here are directions for completing steps 2-4:

Step 2: Transcript Release Form: Click on the blue hyperlink to access this form. This form is to be printed out and completed by parent/guardian and then submitted to the counselor or registrar at applicant's current school. Upon receiving this form, applicant's current school may email transcripts to admissions@saintcatherineacademy.org, fax transcripts to (248) 438-1679, or mail transcripts to: 28200 Napier Rd. Wixom, MI 48393 Attn: Admissions

Step 3: St. Catherine of Siena Academy Supplement: Click on the blue hyperlink to access this form. This form is to be printed out and hand-written by parent/guardian and student applicant. To submit, scan and email to admissions@saintcatherineacademy.org, hand-deliver it to our Main Office, or mail it to us (28200 Napier Rd. Wixom MI 48393 Attn: Admissions).

Step 4: Teacher Recommendation: To be completed by one of the applicant's current 8th grade teachers of either Math, Language Arts, Science, Social Studies or Foreign Language. Simply click "Send Request" to email this form to form to the teacher of your choice so they can fill out and submit the recommendation to us online.

Step 4 completes the application process. Thank you for submitting your application to St. Catherine of Siena Academy! We look forward to reviewing your application!!