



# St. Francis High School

Capuchin Franciscan College Preparatory Est. 1946

200 Foothill Boulevard ♦ La Cañada Flintridge, CA 91011  
(818) 790-0325 ♦ FAX (818) 790-5542 ♦ www.sfhs.net



## 2018 TRANSFER APPLICATION FOR ADMISSION

Please print or type all information. Leave no areas blank. An incomplete form will be returned to the applicant.

- ♦ All applications must be filed by May 6. **Please do not send your application fee with the application (unless it is after May 6).** We will not accept application fees unless we will be considering transfer students; in general, we will know by the end of May whether or not we will be accepting applications.
- ♦ All documents submitted become the sole property of St. Francis High School. Please do not submit original documents.
- ♦ Faxed documents will not be accepted.
- ♦ St. Francis High School does not issue I-20 Immigration forms.

Detach at perforation - Return Application - Keep information sheet for your records

Application for grade (please circle one):    10            11            12

School applicant is currently attending is:    Public \_\_\_\_\_ Private \_\_\_\_\_ Parochial (Catholic) \_\_\_\_\_

STUDENT resides with: Both Parents (simultaneously) \_\_\_\_\_ Mother \_\_\_\_\_ Father \_\_\_\_\_ Guardian \_\_\_\_\_ Other \_\_\_\_\_

STUDENT'S Last, First, Middle Name: \_\_\_\_\_

STUDENT'S Residence Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

STUDENT'S Residence Phone: ( ) \_\_\_\_\_ STUDENT'S Date of Birth: \_\_\_\_\_

STUDENT'S Social Security Number (MANDATORY): \_\_\_\_\_

FATHER'S Last, First Name: (Mr. \_\_\_ Dr. \_\_\_) \_\_\_\_\_

FATHER'S Residence Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

FATHER'S Residence Phone: ( ) \_\_\_\_\_ FATHER'S Cell Phone: ( ) \_\_\_\_\_

FATHER employed by: \_\_\_\_\_ FATHER'S Occupation: \_\_\_\_\_

FATHER'S Employer Phone: ( ) \_\_\_\_\_ FATHER'S E-mail: \_\_\_\_\_

MOTHER'S Last, First Name: (Ms. \_\_\_ Miss \_\_\_ Mrs. \_\_\_ Dr. \_\_\_) \_\_\_\_\_

MOTHER'S Residence Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

MOTHER'S Residence Phone: ( ) \_\_\_\_\_ MOTHER'S Cell Phone: ( ) \_\_\_\_\_

MOTHER employed by: \_\_\_\_\_ MOTHER'S Occupation: \_\_\_\_\_

MOTHER'S Employer Phone: ( ) \_\_\_\_\_ MOTHER'S E-mail: \_\_\_\_\_

STUDENT'S RELIGION: \_\_\_\_\_ PARISH: \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

Please give your reasons for selecting St. Francis High School for your son:

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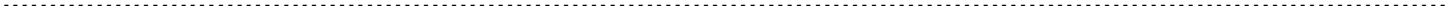
If this applicant has a brother attending St. Francis, please list his name and indicate his current grade level: \_\_\_\_\_

Does this applicant have any relatives who have graduated from St. Francis? Please list names, years of graduation and relationship:

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**COMPLETE, SIGN AND DATE THE FORM BELOW.** This form is necessary for St. Francis to obtain your son's records.

We will forward this authorization to the applicant's current school. Please include a complete mailing address, including zip code. All transcript information becomes the property of St. Francis High School and will not be returned or forwarded. Please do not submit original documents. **If applicant attended more than one school in the past 3 years, please duplicate and complete a separate form for each school. Do not fax documents.**



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### Authorization to release records

To: (Applicant's School) \_\_\_\_\_

School Mailing Address \_\_\_\_\_

School City, State, Zip \_\_\_\_\_ School Phone (\_\_\_\_\_) \_\_\_\_\_

Regarding: Student Name (Last, First Middle): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Social Security Number: \_\_\_\_\_

I hereby authorize the release of academic, attendance, tardiness and disciplinary records and standardized test scores to St. Francis High School

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

School Instructions: Please forward the following to the attention of the Registrar:  
**Applicable Transcripts (three consecutive years)**      7th      8th      9th      10th      11th (Circle all that apply)  
**Completed Rating Form (enclosed with this release form)**  
**All available Standardized Test Scores**  
**Attendance, Tardiness and Disciplinary Records**

We realize that at the time of this request, only the first semester grades of the current academic year may be available. Please forward final semester grades as soon as possible at the close of the school year. Please **do not send entire CUM files!** Thank you.

## IMPORTANT INFORMATION – PLEASE READ CAREFULLY AND KEEP FOR YOUR RECORDS

In accordance with State Bylaw Article 2, §222, St. Francis High School has an open enrollment policy. St. Francis High School does not discriminate against any applicant because of race, religion, or national origin in conformity with Christian charity and the Civil Rights Act of 1964. It admits students of any race, color, racial or ethnic origin to all the rights, privileges, programs and activities generally accorded or made available for all students at the school. The School does not discriminate on the basis of race, color, racial or ethnic origin in the admission of its educational policies, scholarships and loan programs, or other school programs. St. Francis High School seeks to admit students who wish to excel academically, socially, and spiritually.

It is in keeping with the school's high academic and moral standards that we ask students to complete the requirements upon seeking admission to the school. The specialized nature of the academic program (college preparatory) at St. Francis makes it impossible to accept every candidate for admission. Experience has shown the best criteria for the selection of students to consist in a COMBINATION of the following listed below.


**REQUIREMENTS FOR ACCEPTANCE CONSIDERATION:** transcripts from the applicant's present and/or previous school; standardized mental ability and/or achievement test scores (as taken in student's current school); a recommendation (evaluation) from a teacher, counselor and/or administrator who knows the applicant well (**the required form for this is sent by St. Francis directly to the applicant's school**); a completed Pastor Recommendation form; and a student/family interview which will be scheduled by appointment and for which applicants will be notified.

**ALL APPLICANTS: UNLESS AND UNTIL ALL REQUESTED INFORMATION HAS BEEN SUPPLIED AND AN INTERVIEW HAS BEEN CONCLUDED, NO DECISION WILL BE MADE ON THE APPLICANT'S ACCEPTANCE STATUS.**

- ◆ Submit completed St. Francis High School Application for Admission. The \$75.00 application fee is applied towards application processing, compilation of documentation, interview scheduling, interview, admission committee review and/or written and/or telephonic communication(s) with the applicant, and current and/or previous school(s).
- ◆ Submit a current photograph of the applicant. (Optional)
- ◆ Insure that documents requested by St. Francis High School are received in a timely manner. These include: transcripts, standardized test scores, and recommendation(s).
- ◆ Letters of recommendation are not mandatory, but may be submitted (3 maximum). (**We do not provide forms.**)
- ◆ FAXED documents will not be accepted.
- ◆ You **must** complete the Transcript Release Authorization regardless of what type of school you attend (public, parochial, private, etc.). **If applicant attended more than one school in the past 3 years, please duplicate and complete a separate form for each school.**
- ◆ A personal interview of the prospective student and his parents/guardians by an Administrator is REQUIRED. You will be contacted regarding available dates and times after our freshman application process has been completed.
- ◆ All students seeking admission must not have any failing grades outstanding on their transcripts, i.e., failures must be made up before admission to St. Francis High School.

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### MISSION STATEMENT



- ❖ St. Francis High School provides a Catholic college-preparatory education in the Capuchin Franciscan tradition of love and discipline.
- ❖ We **enrich** the mind and the heart through the teachings of Jesus Christ and Francis of Assisi.
- ❖ We **strengthen** the Franciscan values of respect for others and self through service and humility.
- ❖ We **create** a family environment for young men of diverse backgrounds and their families.
- ❖ We **envision** a Franciscan education not as an end in itself, but as a means of forging men of hope. As instruments of peace, they will build God's kingdom through example.

# St. Francis High School

*Est. 1946*

*Capuchin Franciscan College Preparatory*

## Open House

Saturday, January 6, 2018

11:00 a.m to 2:00 p.m.

Please tour our campus, see displays featuring various clubs and athletic teams, and meet some of our students and staff. In addition, we will be offering “mini-workshops” for groups of parents and students. These presentations will help communicate what life at St. Francis is all about. School personnel will be available to discuss admission procedures, specifics of curriculum and extra curricular opportunities in athletics and fine arts. We hope that you will be able to attend. Please contact us if you have any questions or concerns.

Admissions Information

Athletics

Workshops

Campus Tours

Franciscan Influence

Parental Involvement

Department Demonstrations

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*A Catholic Tradition of Enriching the Mind and Heart*