

ENROLMENT POLICY AND PROCEDURES

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1. CONDITIONS FOR ADMISSION

- a) Aranmore Catholic College is a Catholic Coeducational Secondary College in the tradition of Edmund Rice and Catherine McAuley. The first condition for enrolment at the College is that students and their parents accept the values underlying the Catholic philosophy of education, and that students undertake to participate fully in the Religious Education Programme and Faith Practices and observances of the College. The values, beliefs and practices which are nurtured by the College and include respect for all religions and nationalities, must be encouraged and supported in the home. It is not possible to separate the educational, spiritual and humanitarian aims of the College.
- b) When accepting a place at Aranmore Catholic College, parents and students make a commitment that the student will abide by College rules and standards of conduct and behaviour. All policies are available at the College's website: www.aranmore.wa.edu.au
- c) Students are enrolled on the assumption that they will benefit from the educational and spiritual programme of the College. Students are therefore expected to contribute to the academic and general life of the College.
- d) Parents are responsible for the prompt payment of all fees and charges rendered by the College.
- e) Any changes of address, or cancellation of the application for any reason, must be done in writing.
- f) Failure to notify a change in address may render this Application for Admission void.
- g) All relevant enrolment information must be disclosed on the Enrolment Information Form (to be completed prior to interview). Failure to fully disclose information may render this Application for Admission void.

2. ENROLMENT POLICY

- a) The College's acceptance of an application for enrolment does not guarantee a place, but simply includes the student's name on a waiting list with other candidates.
- b) Enrolment priority is given to students who are Catholic. However, students from other faiths are welcomed when places are available. Applications for enrolment are assessed on the basis of date of application, the application itself and interview.
- c) The Principal has the sole right of discretion in the enrolment of students.

3. APPLICATION PROCEDURES

- a) Application is made on the form headed "Application for Admission".
- b) This form is sent to the College with a non-refundable Application Fee of \$50.00 (inclusive of GST) and a photocopy (not the original) of the student's Certificate of Baptism.
- c) The College will post to parents an Acknowledgement of Receipt of Application for Admission (if applicable). This acknowledgement is not an indication that the application has been successful.
- d) Two years prior to the date of entry, parents to whom a place may be offered will be contacted to arrange an interview with the Principal.
- e) If an offer of a position is made, parents and students need to sign an undertaking to support clearly identified areas of College life. This is returned to the College with a Confirmation of Enrolment Fee.
- f) Once a student has commenced at the College, parents are required to give a full Term's notice in writing of their intention to remove the student.