



Dear Parents/Guardians:

Thank you for your interest in Holy Cross Academy. HCA was founded for the purpose of assisting parents in their role as primary educators: to form the whole person, helping students develop academically, spiritually, and physically. A good education is one that helps students to succeed in life, cooperate with grace, and to achieve the ultimate goal: perfect happiness in heaven. The school provides a Catholic atmosphere through its teaching of the truths of the Faith and by providing opportunities for prayer and Mass. It fosters academic and spiritual growth through its curriculum, activities, and events.

HCA welcomes applications from students who are academically eligible for its demanding courses of study, are free from an adverse behavioral record, and are regularly attending church services with their families.

The application process includes the submission of the application form and fee, a personal interview with the principal or HCA representative, and the verification of regular church attendance by the family's pastor. Final approval by the admissions board is required.

Both the student application and application for transportation to non-public schools are posted on our website. These two forms must be submitted in a timely manner in order to be considered for the upcoming academic year.

*The following forms are due at the time of applying:*

- **Student Application Form.** Be sure the application is complete to prevent delays in processing and include all required documentation. Please include the **\$100 application fee** per student. *An additional book fee of \$50 is required if registering after June 1.*
- **Application for Transportation to Non-Public Schools.** This form must be forwarded to the student's home district before **April 1**, so please return it to HCA as soon as possible. To those undecided about registering or future busing needs, it is recommended that the transportation form be submitted at this time. This does not obligate you in any way but guarantees busing if required.

The Admissions Board will review all applications and contact parents/guardian and applicant to schedule an interview. Following the interview, the applicant will be notified and, if accepted, will receive an enrollment packet with more information.

*The following forms are due at the time of registering for enrollment (do not send now):*

- Up-to-date immunization record
- Copy of Birth Certificate
- Copy of Physical Exam given between May 1 and the start of the Academic Year
- Documentation of Sacraments Received (*Catholics Only*)
- Signed Student Code of Conduct after having read and accepted the policies in the Family Handbook
- Church Attendance Pastor Form

If you have any questions, you can reach me by calling the Main Office at 315-363-1669.

Sincerely yours,

Teri Maciag  
*Principal*