

“Serve Him in Others”

# ST JOSEPH’S COLLEGE

## **ENROLMENT POLICY**

### **Policy Statement:**

Enrolment application will be open to all students whose parents/guardians (or mature age individuals) subscribe to the philosophy of the College as set out in the Vision/Mission Statements and to the foundational faith dimension of College life.

“St Joseph’s is a Faith Community where Christian principles permeate all aspects of College life” – Mission Statement. Jesus Christ is the reason for the existence of this College

### **Gospel Values which are linked to this Policy:**

Faith, justice, respect, commitment, compassion, hope, tolerance.

- Information regarding Application for Enrolment at St Joseph’s College will be made available to the Catholic Primary schools in the Toowoomba District and the general community via print material and the media.
- Where possible, full fee paying overseas students and mature age students will be accommodated in the College.
- Students with special needs (related, for example, to academic, ethnic, familial, locational or physical circumstances) will not be denied a place, subject to other conditions set out in this Policy, and if the College can adequately cater for the individual needs of that student. (See additional statements concerning mature age students.)

*(November 2012)*

- Each application will be considered on an individual basis with the Principal giving due consideration to the following when assessing enrolment applications:
  - Catholic students attending Catholic schools;
  - Students whose brothers and/or sisters attended St Joseph’s College;
  - Students from Catholic schools who have recently transferred into Toowoomba;
  - Catholic students not attending Catholic schools;
  - A gender balance in each year’s intake;
  - Students whose families have historical connections with this College;
  - Students not of the Catholic tradition whose parents have demonstrated a strong commitment to Catholic Education;
  - Date of application for enrolment.

These are not arranged in any order of preference.

No student will be denied a place because of their family’s inability to pay fees (in keeping with Catholic Education Office Toowoomba Enrolment Policy).

- Following enrolment interviews, parents will be informed if their application has been successful.
- The Administration Fee charged for application for enrolment into the College will be reviewed each year.
- A Confirmation Deposit will be requested prior to commencement. This deposit will be kept in trust until the student finishes at the College. If the enrolment is cancelled, due to their family leaving the district a refund will be given.

**Mature Age Students:**

Mature age students are those who apply for enrolment at the age of nineteen (19) years or older, and who have been out of full-time secondary schooling for at least two years. (Repeating students may be given special consideration).

- Dress is to be tidy/casual for mature age students.
- Mature age students will not be required to participate in College sports.
- Attendance at lessons and associated activities in enrolled subjects is compulsory.
- The normal fee payment policy will apply to mature age students.
- Awards for excellent performance may be issued separately from the main student body.
- Must hold a Blue Card.

*November 2012*