

JOHN BAPST HIGH SCHOOL CHECKLIST | 2020-2021

Dear Parents and Students,

Attached is a checklist that will assist you in applying to high school. Please read the following guidelines:

Completing the checklist items...

This process is to be completed by students in conjunction with their parents. Parents – please resist the urge to do this for your students. They will receive a great deal of support and guidance and it is an important learning opportunity for them as they transition to a time of more responsibility.

It's important to follow this process....

All application materials must be completed as outlined in this process. Due to the quantity of applications/registrations all materials must be turned in through the guidance office to ensure accurate and timely submission. Anything sent directly to the high schools may result in an incomplete or late submission.

What support is there to complete the checklist?

All deadlines will be announced in one of the following ways: during announcements; posted on Google classroom; announcements in guidance class; and through the Remind-text message system. Students will have time and support to complete items from the list during guidance class but will also need to do some work at home.

When should we complete the checklist items?

Students are advised to complete items with enough time to review and double check for quality. Reviewing materials at home with parents is highly suggested. Students will be given time in guidance classes to work on some checklist items; however, students should expect a combination of in-school and at home time to complete all requirements. Time at home is a must if they are completing multiple applications and/or registrations.

How strict are the deadlines?

Students are expected to adhere to the deadlines as some are set by the high schools themselves and others are set by Holbrook in order to allow us to gather documents in time for submission. That said, there is often room for flexibility so please have students talk with me if they miss a date/deadline.

Do you have any other questions?

Please contact me by phone or email.

Phone| 843-7769 Email | jwalters@rsu63.org

Joy Walters

School Counselor

JOHN BAPST APPLICATION CHECKLIST 2019-2020

DONE	TASK	DATE
✓	<p>GET REGISTRATION MATERIALS</p> <ul style="list-style-type: none"> • Handed out at High School info day on January 13th • If you were not here or are remote there is a copy for you in the office @ Holbrook 	Available as of January 13th
	<p>SIGN UP FOR REMIND</p> <ul style="list-style-type: none"> • Remind is a text message system I use to make sure students and parents never miss a deadline. • You do not need to download the app to get the messages. Follow this link to sign up. https://www.remind.com/join/4c4bk2g 	ASAP
	<p>ATTEND VIRTUAL INFORMATION NIGHT</p> <ul style="list-style-type: none"> • This is essentially a parent information night and step up day all rolled into one so make sure students and parents attend together. • Join on Jan 26th @ 6:30 pm @ johnbapst.org/virtual-information-night 	Attend Virtually Jan 26th @ 6:30-8:30pm
	<p>SIGN UP FOR STEP UP SESSION @ Holbrook</p> <ul style="list-style-type: none"> • Step up days look different this year. There will be a step up follow up @ Holbrook February 1st. • Students sign up using the google form located in the 8th Grade Guidance Google Classroom. • Students who intend to apply should attend this session. 	DUE @ Holbrook January 29th
	<p>OPTIONAL: TEACHER RECOMMENDATION and/or PHOTO</p> <ul style="list-style-type: none"> • Recommendations are optional and are really only necessary if you feel that you need to strengthen your application in some way. Teachers will complete the form for all requests turned in on time and they will be sent directly to John Bapst. • Forms are in Mrs. Walters office or the JB website. • Forms must be placed in the folder in the guidance office by FEB 3rd with the teacher's name who you wish to fill it out on the top right. PLEASE DO NOT GIVE THESE DIRECTLY TO THE TEACHERS. • Optional PHOTOS will not be returned to you; they will be given to John Bapst with your transcripts. 	DUE @ Holbrook ASAP but no later than February 3rd
	<p>TURN IN YOUR TRANSCRIPT RELEASE FORM</p> <ul style="list-style-type: none"> • This form is located on the John Bapst website under the Application Checklist for Day Students or Mrs. Walters Office. • Your parents must sign the form in order for us to send these docs. • Forms must be placed in the folder in the guidance office. Please DO NOT SEND THIS TO BAPST EVEN THOUGH IT SAYS TO! Holbrook will gather your records and deliver them directly to John Bapst along with recommendations, photos and transcript release by the Due date. I assure you this works best! 	DUE @ Holbrook February 3rd
	<p>SUBMIT YOUR APPLICATION ONLINE</p> <ul style="list-style-type: none"> • Visit www.johnbapst.org for the online app. • You must create an account to save and submit an application. • The deadline is over break but remember you can submit it early so you don't forget. Set your reminders!! 	DUE Online by February 18th

	<ul style="list-style-type: none"> • This is a John Bapst deadline and YOU ARE RESPONSIBLE FOR SUBMITTING THIS ON TIME. Mrs. Walters cannot do this for you and cannot provide you an extended deadline. • DO NOT use your school email as it will not allow you to get messages from outside sources and it will send you a confirmation. 	FYI: THIS IS OVER FEB BREAK!
	<p>WAIT FOR AN ACCEPTANCE LETTER</p> <ul style="list-style-type: none"> • This will be mailed to your home. 	Mailed March 18th
	<p>NOTIFY JOHN BAPST THAT YOU WANT ATTEND AND COMPLETE REGISTRATION PAPERWORK</p> <ul style="list-style-type: none"> • Be sure to follow instructions on acceptance letter • They will tell you how to get registered for classes- that will happen with John Bapst and not at Holbrook. • Be prepared there is an activities fee required to confirm and register that is set by BAPST and not a part of the tuition covered by RSU 63. See Bapst website for details and financial assistance options. 	DUE See Acceptance Letter