



ENROLMENT CHECKLIST

for Parents/Caregivers to complete

1	Enrolment Application Booklet – <i>all</i> sections signed by <i>all</i> parties, including student.	<input type="checkbox"/>
2	Preference of Enrolment Certificate – signed by <i>all</i> parties & signed off by a Catholic Parish Priest or signatory. (Reminder you will need to make an appointment to see the Priest to have the Certificate signed – ensure you have a copy of Baptism certs with you if applicable).	<input type="checkbox"/>
3	Copy of Baptism Certificate (required for 5.1 preference enrolment).	<input type="checkbox"/>
4	Diocese of PN – Attendance Dues Agreement - signed by <i>all</i> parties who will be receiving the account(s). (Please read the Attendance Dues Guidelines outlined in Handbook)	<input type="checkbox"/>
5	<i>For students born in NZ</i> - Copy of Birth Certificate (preferred) and/or Passport	<input type="checkbox"/>
6	<i>For students born outside NZ</i> - A copy of Birth Certificate, Passport and Visa details/Immigration Papers are required.	<input type="checkbox"/>
7	Court Order (if applicable) – eg. Parenting Order, Guardianship, Protection Order.	<input type="checkbox"/>

Please be advised that we are unable to process your enrolment if any documentation is not attached or incomplete, including signatures of all parties concerned.

Closing dates:

Preference applications to be received by **31st of August**.

Non-Preference applications must be received no later than **31st of July**.

Please Note: if your child was born **OUTSIDE** of New Zealand, you must include a copy of their current **residency visa/permit or citizenship** paperwork as well as their **Birth Certificate**.