Sacred Heart Cathedral Preschool
2022-2023
Admissions Selection Criteria

Sacred Heart Cathedral Preschool admits students in consideration of the following criteria: Admission priority, class size and program, age requirements, pre-existing concerns, and proper documentation.

Sacred Heart Cathedral Preschool admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities accorded to, or made available to students at the preschool.

Admission Priority from the Applicant Pool

Children will be admitted to Sacred Heart Cathedral Preschool (SHCP) in the following order:

1. All children currently enrolled and in good standing in the preschool program that registers and submit their registration and material fees for the upcoming year are automatically counted in the class rolls.
2. Children of faculty/staff of Sacred Heart Cathedral
3. *Catholic children of registered parishioners of the Cathedral of the Most Sacred Heart of Jesus maintaining an active status in parish life
4. *Catholic children with siblings currently enrolled in Sacred Heart Cathedral Preschool/School
5. *Catholic children of registered parishioners of neighboring parishes
6. Non-Catholic children with siblings currently enrolled in Sacred Heart Cathedral Preschool/School
7. Non-Catholic children entering preschool

*To maintain CATHOLIC status:

- Parents must be registered members and have maintained an active status in parish life for at least one year.
- Children and their Catholic parents must attend Holy Mass every Sunday and other Holy Days of Obligation, as confirmed by a parish priest.
- Parents must contribute time, talent, and treasure to the parish, as appropriate for the circumstances of the parents/family.

Class SIze

SHCP will comply with the adult/child ratios as set forth by the State of Tennessee.

Age Requirements

Children entering the SHCP infant/toddler program must be between 6 weeks and 23 months on or before August 15 of the year for which they are enrolling.

Children entering the two-year-old program must be between the ages of 24 and 36 months on or before August 15 of the year for which they are enrolling.

Children entering the three-year-old program must be 3 years of age on or before August 15 of the year for which they are enrolling.

Children entering the pre-kindergarten program must be at least 4 years of age on or before August 15 of the year for which they are enrolling.

Documentation

Before a student's application will be processed, the following documentation will need to be provided:

- Certified copy of Birth Certificate
- Copy of Baptismal Certificate (Catholic Students)
- Tennessee Health form, including a medical exam and immunization record

These documents are not required until you have received a letter of acceptance.

General Information

Preschool hours of operation are 7:00 a.m. until 6:00 p.m. The school year tuition is divided into ten (10) equal payments for the months of August through May. The summer program tuition is divided into two (2) additional equal payments for the months of June and July. SHCP will follow Sacred Heart Cathedral School schedules in regards to holidays and breaks. For inclement weather, SHCP follows SHC School System for a weather event. If SHC School is delayed one hour, SHCP will open at 8:00 a.m., two hours late; we will open at 9:00 a.m. If an early dismissal is called for SHC School due to snow, etc., SHCP will close early.

Schedule of Fees

1. Application Fee - $30.00 non-refundable due at time of application.
2. Materials Fee - $295.00 non-refundable due at the time of enrollment and re-enrollment to SHCP.
3. FACTs Annual Enrollment Fee-$45.00

The first tuition payment is due in August for the school year and June for the Summer Program. Tuition begins in August (for the school year) and June (for the summer program) and continues through the end of May. Tuition payments are due by the 20th of each month. All tuition payments made after the last day of each month will result in a late fee of $10.00 charged to your child's account. Tuition **is not** prorated for Absences, Vacations, or School Closures (Inclement Weather, Sickness, or Quarantines). SHC Preschool utilizes the FACTS program for automatic drafts from your financial institution.

How to Apply

The preschool ***new student annual online registration*** begins in mid-February for the upcoming school year. The preschool application is online on the preschool page of Sacred Heart Cathedral School website www.shcschool.org. The application link is located at the bottom of the preschool page. https://www.shcschool.org/preschool/.