



November 17, 2008

Dear Parents/Guardians of 8th Grade Students:

Enclosed in this packet is some very important information regarding the high school admissions' process for both Catholic high schools and Baltimore City-wide high schools. Also I will be having a second high school information night on Wednesday, December 3 at 6 p.m. At this time, I will walk through all of the information that we have regarding the process and answer questions about the admissions' process.

Specifically, you will find:

1. Archdiocese of Baltimore Catholic High School Release of Records Form (half sheet)
2. Baltimore City Application for Admission to High School (pink form)
3. Memo regarding this information and some suggestions

Here is some explanation that may help you:

1. Archdiocese of Baltimore Catholic High School Release of Records Form (half sheet):
As part of the Catholic high school admissions' process, each student who is considering applying to a Catholic high school must complete a Release of Records Form. CSS will forward your child's academic records to the three (3) schools you designate on the top of the form. All you need to do is prioritize your three choices and complete this section, which asks for the student's full name, address, phone number, etc. Then sign and date the form and **return it to your child's homeroom teacher as soon as possible but no later than Wednesday, December 10, 2008.** By completing this form, **you are not applying** to any school. **In order to apply to a Catholic high school, you must call the individual schools to request an application. However, if you are considering applying to a Catholic high school, this Release of Records Form is a requirement in that process.**

Also, be advised that NO OTHER RECOMMENDATION BESIDES THE ARCHDIOCESE OF BALTIMORE CATHOLIC HIGH SCHOOL RELEASE OF RECORDS FORM WILL BE REQUIRED OF CATHOLIC ELEMENTARY/MIDDLE SCHOOLS. Additional recommendations may, however, be required for scholarship applicants.

REMEMBER, the Catholic High School Admissions/Placement test is SATURDAY, DECEMBER 13, 2008. Report to your child's first choice for high school by 8:30 a.m. to register. The cost is \$30.00 (cash) which must be paid at registration. The test begins promptly at 9:00 and ends by noon. Results will be mailed to your home address in February, 2008.

2. Also attached to this letter is the **Baltimore City Public School Application for Admission to High School**. Directions for completion are included on the application. Complete these forms **only** if you wish to apply for admission to specific citywide programs. **It is imperative that this application be returned to CSS as soon as possible, but no later than Monday, December 1, 2008, so that we can be sure that your child's application is received by the deadline.**

When you turn the application in to us, remember to attach a copy of your child's birth certificate, recent telephone bill, and gas and electric bill in parent's name, which must accompany the application. We will take care of forwarding the complete application and documentation to the BCPPS. **Applications will not be forwarded to the Baltimore City Office of Student Placement without all of the required paperwork.**

The best source of information about Baltimore City Public Schools is their website, http://www.bcps.k12.md.us/Students/High_School_Resources.asp

If you wish to apply to Baltimore School for the Arts or the Music Careers Academy at Frederick Douglass High School, please let us know. We will have applications for these schools.

3. Memo from Mrs. Redman regarding this information and some suggestions that offer some ideas to assist you and your child in gaining acceptance to the school of your choice.

Remember the High School Information night at Cardinal Shehan on Wednesday, December 3 at 6 p.m. I look forward to seeing you there.

Please feel free to call me with any questions.

Sincerely,

Mrs. Maggie Dates
Assistant Principal