



Application Form for Entry into First Year for 2023/2024



Completed forms must be received between October 3rd and October 24th by 4pm.

Applications received after October 24th at 4pm will be treated as late applications – applicants should read the school's Admission Policy, which is available on www.sanctamariacollege.com prior to completing the application form.

Completion of this application does not guarantee admission

The information requested on this form is required in order to process your application for admission to the school. All the information that you provide on this application will be treated confidentially and processed in line with the school's Admission Policy.

Sancta Maria College
Ballyroan, Rathfarnham,
Dublin 16

Tel: (01) 4934887

Email:

enrolments@sanctamariacollege.com

Web:

www.sanctamariacollege.com

For office use only: Date & time
received & by whom (initials)

Please complete this form in BLOCK CAPITALS

Student's Personal Details

Surname:	First name(s):
Address:	
Date of Birth:	Place of Birth:
Student's name as it appears on birth certificate: <i>(please include a photocopy of your daughter's birth certificate with this application)</i> <i>(if returning this application by email please ensure that you attach the birth certificate to the email rather than inserting it into the body of the email as it cannot be printed in that format)</i>	

School that the student is currently attending:

School Name & Address: _____

Tel No: _____ School Roll Number: _____

You should be able to find this information on your daughter's School Journal or ask the school to tell you

For entry into 1st Year I confirm that this applicant is currently in 6th class in primary school and will complete 6th class in June 2023 YES () No () (please tick)

Parent / Guardian Details:

PLEASE ENSURE THAT YOU PROVIDE A WORKING EMAIL ADDRESS AND ALSO A MOBILE PHONE NUMBER AS MOST COMMUNICATION WILL BE VIA EMAIL INITIALLY AND BY TEXT/APP MESSAGE FURTHER ON THROUGH THE ENROLMENT PROCESS

Parent/Guardian:

Surname: _____ First Name: _____

Relationship to Student: _____ Email Address: _____

Tel (home): _____ Mobile Nr: _____

Postal Address: _____

Parent/Guardian:

Surname: _____ First Name: _____

Relationship to Student: _____ Email Address: _____

Tel (home): _____ Mobile Nr: _____

Postal Address: _____

Links with Sancta Maria College (if any)	Name(s)	Years Attended (Dates)
Has the applicant any sister(s) / stepsister(s) / half-sister(s) currently in Sancta Maria College		
Has the applicant any sister(s) / stepsisters / half-sister(s) who is a past pupil		
Is the applicant's mother a past-pupil of Sancta Maria College?		

Please note that we do not need to know of any other relationships other than sisters / stepsisters / half-sisters or mothers.

PLEASE READ:

I / we confirm that all of the information supplied is complete and correct [] **(please tick)**

Signature(s) of Parent(s) or Guardian(s): _____ Date: _____

Any personal data provided on this form will be used to (i) identify a student and communicate with their parents/guardians in respect of an application (ii) process an application in line with the school's admissions policy (iii) notify parents/guardians of the outcome of an application. The information will be retained for an appropriate period thereafter to address any potential queries arising from the application process or added to the student's school file in the case of successful applicants.

In accordance with section 66 (6) of the Education Act 1998, as amended, personal data relating to applications for admission may be shared with the board of management of another school or the patron in order to facilitate the efficient admission of students. This information may include the date on which an application was received by the school, the date on which an offer was made and the date on which an offer was accepted. Personal information concerning applicants may also be shared, including name, address, date of birth and PPS number.

Information on the handling of your personal data, including how to exercise your rights under GDPR, is set out in the school's Data Protection Policy, which is available on the school website www.sanctamariacollege.com