



## **POPE JOHN PAUL II HIGH SCHOOL**

4001 N. Military Trail  
Boca Raton, FL 33431  
(561) 314-2128 • Fax (561) 989-8582  
www.pjpii.org

### **APPLICATION PROCEDURES AND ADMISSIONS POLICY**

#### **PROCEDURES**

##### **Freshmen Application Procedures and Checklist**

- A completed and signed Application Form, Parent Response, and Applicant Questionnaire
- Application Fee (\$50)
- Sign and submit the Principal's Recommendation Form to your child's current school
- High School Placement Test (HSPT)

All freshmen applicants are required to take the High School Placement Test. This is a standardized test written and is evaluated by the Scholastic Testing Service, Inc. The Diocese of Palm Beach selected this test to measure the general performance level of students applying to the three Diocesan high schools. The HSPT provides national normative measures in the following cognitive and basic skills areas: verbal and quantitative skills, reading, mathematics, and language. Following the standardized test, students will also be asked to complete a Writing Sample. The students will be given twenty minutes to write a short essay on a provided topic. Pope John Paul II High School uses the HSPT to assist in placing students in special classes, as well as, determining their readiness for high school. There are several study guides available for the HSPT. Completing and returning an Application automatically registers each student for the HSPT. Students will only need to bring two #2 pencils to the test. Calculators are not permitted during the test.

##### **Transfer Student Application Procedures and Checklist**

- A completed and signed Application Form, Parent Response, and Applicant Questionnaire.
- Application Fee (\$50)
- A one-page, handwritten writing sample on either of the following topics:
  - A person I greatly admire
  - A significant experience in my life
- Transcripts from all high schools attended, grades and standardized test scores. This should also include the most recent report card and a list of current courses.
- Two completed Recommendation Forms. One must be completed by a teacher and one by an Administrator (Principal, Assistant Principal, Dean, Guidance Counselor, etc.)
- Once ALL of the above is complete, the Admissions Office will arrange for an interview.

#### **POLICY**

##### **Admissions Policy**

###### **Ninth Grade Applicants:**

1. Preference given to Catholic students in Catholic Schools
2. Satisfactory grades, behavior and required recommendations
3. Satisfactory High School Placement Test (HSPT) score
4. Catholics from non-Catholic schools considered next with the same criteria
5. Alumni children or siblings considered next with the same criteria
6. Non-Catholics considered with the same criteria

###### **Upper Grades Applicants**

1. Satisfactory grades - minimum 2.0 average and appropriate credits
2. Satisfactory behavior
3. Proficiency in written and oral English
4. Necessary academic requirements to enter appropriate grade and to satisfy graduation requirements
5. Required recommendations, interview and essay
6. All transfer students are placed on a one semester probationary period
7. We ordinarily do not accept Seniors from the local Palm Beach and Broward County areas

Pope John Paul II High School does not provide or implement a special education program for students with learning disabilities. We are not equipped to offer an individualized learning program. Pope John Paul II High School does attempt to offer limited assistance to students with minor exceptionalities. In order to provide for the best possible learning situation for students with special needs, a learning disability must be appropriately documented, and the paperwork contained in the student's confidential personal file. Documentation must be current within three years.

The Catholic Schools of the Diocese of Palm Beach restate their open admission policy: No person, on the grounds of race, color or national or ethnic origin, is excluded, or otherwise subjected to discrimination in receiving services. Nor does the school hire or assign staff on the basis of the race, color or national origin of the individuals they are to serve.