

Saint Joseph Seminary College

Registrar's Check List

Student Name: _____ First Semester _____

Application for Admission: All applicants must provide the following:

- 1 _____ Completed Application form (Please do not attach Photo to application)
- 2 _____ Immunization records, (Required Meningococcal Vaccine as of 8/01/06)
- 3 _____ Official High School Transcripts or GED
- 4 _____ Official College Transcripts if applicable (All work done at post secondary institutions)
- 5 _____ ACT / SAT / THEA (Texas Higher Edu Assessment) Copies acceptable
- 6 _____ TOEFL (Test of English as a Foreign Language). A student whose native language is not English is required to submit TOEFL scores of at least 521 (paper)/ 193 (CBT) to be accepted to the college curriculum. Students whose TOEFL scores are below the required scores will take intensive ESL courses until the required TOEFL scores can be achieved.
- 7 _____ Foreign Students records, if applicable
- 8 _____ Veterans records, if applicable
- 9 _____ Where practical, interviews will be held by the Admissions Committee

Enrollment - Full-Time Resident Students

- 1 _____ Application Accepted by Admissions Committee
- 2 _____ A recent Photograph
- 3 _____ Complete the Free Application for Federal Student Aid (FAFSA) for financial aid while attending SJSC if eligible. Federal School Code is 002027000
- 4 _____ Completed Medical Form*
- 5 _____ Letter of Sponsorship from the Diocese or religious community.
- 6 _____ Criminal Background Check conducted through one's diocese or the seminary.**
- 7 _____ Psychological evaluation**

* **Please send to the Office of Student Health**

** **Please send to the Office of the President/Rector**

When Arriving for classes

- 1 _____ Authorization from student to release grades, transcripts, documents, and financial information to the Vocation Director
- 2 _____ Authorization from the student to use photo and Videos

Revised 07/07/2009 gb