

St. Roman Parish School **Checklist for Enrollment**

These are the documents needed for the admissions process at St. Roman Parish School:

- For Choice Applicants: Proof of Residency and/or Proof of Income
- For Tuition Applicants: Family Commitment Contract & Registration Fee
- Original Birth Certificate
- Immunization Records
- Sacramental Certificates (if received at a parish other than St. Roman)
- Registration Form
- Payment Agreement Form

It is very important that your child's file is complete. We offer several no-contact ways to submit your documents. Please send in the information to the office:

- Via fax to 414-282-5140
- Via email to erika.alvarez@stromanschool.com (When emailing, please write the applicant's name)
- Drop it in our drop box located at the front of our building

If you have any questions, please don't hesitate to contact us at the office at 414-282-7970 or email erika.alvarez@stromanschool.com

Sincerely,

Office Staff