

**INQUIRY**

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| Ability for parents to reach you on website / phone / email / social media |  |
| Centralized location to track all inquiries – accessible to key individuals |  |
| Method to triage and prioritize which families need the most attention |  |
| Method to invite multiple people at one time to admission events |  |
| Method to nurture interested families until they apply |  |
| Inquiry Avg |  |

**APPLICATION**

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| --- | --- |
| Utilized for correct purpose: to determine if student/family is a fit |  |
| Application instructions and email notifications – accurate, clear, and helpful |  |
| Asking helpful questions to aid in evaluating both student and family |  |
| Utilizing teacher /pastor / parish recommendation forms |  |
| Requiring all necessary documents (report cards, std. tests, IEP, etc.) |  |
| Requiring an application fee that is appropriate and competitive? |  |
| Application Avg |  |

**ENROLLMENT**

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| --- | --- |
| Process in place to evaluate each applicant & make admission decision |  |
| Method to offer admission to mission-fit students, wait pool, or rejection letter |  |
| Customized parent experience (new / returning / division levels) |  |
| Requiring all necessary documents (birth / medical / other forms) |  |
| Minimizing or eliminating need for paper forms and paper signatures |  |
| Method to track status of app decisions and results: accept / decline / withdrew |  |
| Method to receive and file all packets, forms, and docs digitally |  |
| Method to track Year-over-Year Admission/Enrollment Activity and Statistics |  |
| Enrollment Avg |  |

A picture containing text, clipart

Description automatically generated