



Admissions Checklist

Thank you for enrolling at St. Michael High School! The following checklist will walk you through the process.

- Please contact Headmaster Kevin Weed, to schedule a meeting and a school tour and/or “shadow day.” Mr. Weed can be reached at 231.489.3302 or at info@stmichaelchesterton.org.
- Please complete the **Application for Admission** form which can be downloaded at stmichaelchesterton.org/wp-content/uploads/2024/07/NEW-Application-for-Admission-24-25.pdf
- (OPTIONAL) If you’d like to apply for Financial Aid, please complete the FACTS Student Aid form which can be accessed at online.factsmgt.com/signin/4KY0T.
 - Financial assistance is available for qualifying families.
 - FACTS application is required for all families seeking Financial Aid.
 - Your personal information is evaluated confidentially by a third-party service.
- Please submit a Tuition Deposit with your Application for Admission.
 - The requested deposit for full-time students is \$1,000 per student (\$2,000 maximum).
 - The requested deposit for part-time students is dependent on the number of courses to be taken.
 - If applying for Financial Aid, a deposit is not due until a package is awarded and accepted.
- We strongly recommend that SMHS families avail themselves of the **St. Michael Education Loan offered through St. Francis Xavier Credit Union**. This 12-month, 5.00% APR loan is obtainable at any branch in about 15 minutes, with a tuition statement issued by the school. Families of full-time students using the loan can qualify for the \$500 discount for full-year tuition payment by September 1. Please call the SFXCU main office at 231.348.7690 to initiate the process.

Upon acceptance to St. Michael High School, the following documents are also required...

- **Medical Release & Treatment** form, which can be downloaded at stmichaelchesterton.org/wp-content/uploads/2024/07/NEW-Medical-Release-Treatment-24-25.pdf
- Student immunization records
- Student Birth Certificate
- Student Transcripts – either from the school previously attended or, if applicable, a home school.

For more information or assistance with the Admissions process, please contact Executive Assistant Mary DeAgostino at 231.489.3302 or mdeagostino@smhsaca.org.