



[annunciationcatholicnc.org](http://annunciationcatholicnc.org)

246 East Main Street • Havelock • North Carolina 28532  
[principal@acsnc.net](mailto:principal@acsnc.net)  
252-447-3137

Welcome to Annunciation Catholic School. We offer an education with the values and philosophies unique to a Catholic education. With one class per grade, we provide a small, family atmosphere for students ages PreK 3 through eighth grade.

At Annunciation, we infuse our Catholic faith into every aspect of our daily lives, striving always to actively live our faith and integrate this throughout our curriculum. Annunciation Catholic School has proudly served the Havelock area for 70 years and has made Religious Education an integral part of the whole child, continually working to develop a sense of personal responsibility. Students are called to an awareness of their unique God-given talents and challenged to achieve in an academically rigorous curriculum.

ACS is proud to offer our students a variety of co-curricular and extracurricular activities, including membership in the National Junior Honor Society, athletics, after school clubs, Fine Arts, as well as a new state of the art STEM Lab. We offer a before-school and after-school program called STACK to support our working families.

Parish and community members are frequent volunteers in our school. We have a strong relationship with Marine Corps Air Station Cherry Point, as well as FRC (Fleet Readiness Center) East which provides numerous opportunities for our students.

Thank you for considering Annunciation Catholic School for your child. Please feel free to call me with any questions that you may have.

Blessings,

*Dr. Cathy Tomon*  
Principal



## Applying to Annunciation Catholic School

Annunciation Catholic School is currently accepting applications for grades PS3-8 for the 2024 - 2025 school year. For more information or to schedule a school visit, contact the school office at 252-447-3137.

**Entrance Age:** Children entering Preschool must be 3 years old on or before August 31 to be considered for admission in the current academic year. Children entering Pre Kindergarten must be 4 years old on or before August 31 to be considered for admission in the current academic year. Children entering Kindergarten are to be 5 years old on or before August 31 for enrollment in the current academic year.

**Application:** Complete the application form, answering all application items in detail and return to the school office with a \$50.00 per child non-refundable application fee. Applications submitted without required copies will be considered incomplete and will be held until application is complete.

**Acceptance of Admission:** A student's admission is conditional upon the satisfactory completion of the year in progress. Admission is based on the match of the student's needs, abilities, and achievement to the programs offered by the Annunciation Catholic School. Criteria used to determine this match are transcripts, assessment results, an interview and other application and registration information.

**Notification of Admission:** Based upon satisfactory completion of the application process, review of a student's application, strength of credentials, and space availability, a student will be extended an offer of admission with a letter of acceptance, tuition agreement, and registration packet.

### Tuition Schedule 2024-2025:

1 Child - \$7,000.00 (Regular Rate)

2 Children - \$12,600

3 Children - \$17,850

4 Children - \$23,800

Tuition for Preschool full days is the Regular Rate.

Tuition for Preschool half days is \$3,500.00

New students will pay a \$50.00 Application Fee per student.

Preschool will pay \$150.00 Supply Fee and K-8th will pay \$150.00 Book Fee.

*Tuition and fees will not be reduced as a result of any remote instructions offered.*

- Volunteer hours: All families are required to volunteer 20 hours or pay \$250 per school year.
- We turn no one away that has the desire to get the quality education that ACS has to offer. That is why we offer indexed tuition to meet the needs of every family. You need to apply for NC Opportunity Scholarship [NCSEAA](#), followed by [www.factstuitionaid.com](http://www.factstuitionaid.com) and fill out the application. The acceptance committee bases aid on your family's needs. This is strictly confidential and should not be discussed with anyone other than Father Jim Buchholz, Dr. Tomon, or Mrs. Sarisun. Your records are kept completely confidential. For more information, please contact Mrs. Joy Sarisun at 252-447-3137.



## Checklist for Application for Admissions to Annunciation Catholic School 2024 - 2025 School Year

*Please return this form with each child's application. Please direct any questions to our School Office at (252) 447-3137*

[www.annunciationcatholicnc.org](http://www.annunciationcatholicnc.org)

The following is needed for admission to Annunciation Catholic School:

Please provide the following at the time of application:

- New Student Application Form
- Any applicable IEP, educational psychology testing, or student support plans
- Birth Certificate (copy)
- Baptismal Certificate (if applicable)
- \$50 Non-refundable Application Fee For New Students

Upon Acceptance:

- Copy of NC Immunization Registry (required for PS – 8<sup>th</sup> Grade)
- Kindergarten Physical Form (KG only)
- Records Release Form (if transferring from another school)
- Application to NC Opportunity Scholarship, followed by FACTS (if applying for tuition assistance – online only)
- \$150 Book/Supply Fee (per student) for all students.

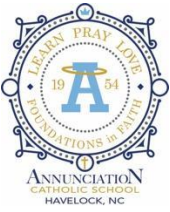
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*For Office Use Only:*

Application Fee \_\_\_\_\_ Check # \_\_\_\_\_ Grade \_\_\_\_\_

Report Card(s) \_\_\_\_\_ Standardized Test Scores \_\_\_\_\_ Confidential Files \_\_\_\_\_

Mailed Response Letter \_\_\_\_\_ Tuition Deposit Pd. \_\_\_\_\_ Date \_\_\_\_\_ Check # \_\_\_\_\_

Date Accepted \_\_\_\_\_ Date Rejected \_\_\_\_\_ Date Wait Listed \_\_\_\_\_



# New Student Application Form

\_\_\_\_\_ School Year \_\_\_\_\_ Grade

*Annunciation Catholic School provides our students with a foundation in the Catholic Faith and a strong academic education. We develop active citizens who live and love as Christ did. We make the world a better place. We pray. We learn. We love.*

***Please Print.***

Student Information

**For PS Only:**

PS 3: Half Day \_\_\_ Full Day \_\_\_

PS 4: Half Day \_\_\_ Full Day \_\_\_

Name: \_\_\_\_\_

Last

First

Middle

Nickname

Birth Date: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Street

City

State

Zip Code

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_

Ethnicity: Caucasian \_\_\_\_\_ African-American \_\_\_\_\_ Asian \_\_\_\_\_ Hispanic \_\_\_\_\_  
Native American \_\_\_\_\_ Other: \_\_\_\_\_

Grade Level: \_\_\_\_\_

Religion

Denomination: \_\_\_\_\_ Church Affiliation: \_\_\_\_\_

Pastor: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Street

City

State

Zip Code

*If Catholic, please provide copies of certificates for the following:*

Baptism: \_\_\_\_\_

Date

Church

City

State

First Communion:

\_\_\_\_\_

Date

Church

City

State

Confirmation:

\_\_\_\_\_

Date

Church

City

State

Reconciliation:

\_\_\_\_\_

Date

Church

City

State

*For Office Use Only:*

*Application Fee \$50.00*

Ck# \_\_\_\_\_ Rpt# \_\_\_\_\_

Parent Information

Father

Name: \_\_\_\_\_  
Last First Middle

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Work Phone \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip Code

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_ Marital Status: \_\_\_\_\_

Religion: \_\_\_\_\_ Church Affiliation: \_\_\_\_\_

Occupation: \_\_\_\_\_ Company: \_\_\_\_\_

Work Address: \_\_\_\_\_  
Street City State Zip Code

Mother

Name: \_\_\_\_\_  
Last First Middle

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Work Phone \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip Code

Gender: Male \_\_\_\_\_ Female \_\_\_\_\_ Marital Status: \_\_\_\_\_

Religion: \_\_\_\_\_ Church Affiliation: \_\_\_\_\_

Occupation: \_\_\_\_\_ Company: \_\_\_\_\_

Work Address: \_\_\_\_\_  
Street City State Zip Code

\*\*Please note: It is the applicant's responsibility to submit any custodial information to the school office

Emergency Contacts:

List neighbors, friends, family who will assume temporary care of your child if you cannot be reached. Please print in order of priority.

_____	_____	_____
First Name	Last Name	Relationship
_____	_____	_____
Home Phone	Cell Phone	Work Phone

_____	_____	_____
First Name	Last Name	Relationship
_____	_____	_____
Home Phone	Cell Phone	Work Phone

_____	_____	_____
First Name	Last Name	Relationship
_____	_____	_____
Home Phone	Cell Phone	Work Phone

In case of an accident or serious illness, I request the school to contact me. If the school is unable to reach me, I hereby authorize the school to contact the physician listed below and to follow his/her instructions. If it is not possible to contact this physician, the school may make whatever arrangements seem necessary.

Physician's Name: \_\_\_\_\_

Office Address: \_\_\_\_\_

Office Phone #: \_\_\_\_\_ Emergency #: \_\_\_\_\_

Insurance Information: \_\_\_\_\_

Allergy: \_\_\_\_\_

IEP or Student Service Plan: Yes \_\_\_\_\_ No \_\_\_\_\_

**Any applicable IEP, educational psychology testing, or student support plans must be attached to this application or submitted to the school office for acceptance.**

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Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## 2024-2025 Uniform Requirements

### Girls Summer Uniform PK – 5

Navy shorts, skirt, or skort with white logo polo shirt  
*Mass Attire:* Plaid Jumper with Long or Short Sleeved Peter Pan Collar Blouse (White)

### Girls Winter Uniform PK – 5

Navy trousers, skirt, or skort with white logo polo shirt  
Navy blue logo sweatshirt or sweater  
*Mass Attire:* Plaid Jumper with Long or Short Sleeved Peter Pan Collar Blouse (White)

### Girls Summer Uniform 6-8

Plaid skirt or navy shorts with white or navy blue logo polo shirt  
*Mass Attire:* Plaid skirt with white logo oxford and optional tie

### Girls Winter Uniform 6-8

Plaid skirt or navy trousers with white or navy blue logo polo shirt  
Navy blue logo sweatshirt or sweater OR Saints Hoodie  
*Mass Attire:* Plaid skirt with white logo oxford and optional tie

### PE Uniforms PK – 8

Solid navy PE Shorts and gray logo t-shirt. Navy sweatpants should be worn during winter uniform.

### Belts

Black, brown or blue belts should be worn with navy shorts and trousers (boys and girls grades 1-8)

### Shoes

*Mass attire:* brown, black, or navy leather dress shoes (Sperry shoes of solid color are acceptable)  
On days when students do not have *Mass*: Any color athletic shoe is permitted.

### Socks and Tights

Solid white, navy or black socks will be worn with the uniform. Socks must cover ankles. Girls may wear navy or white tights with skirts, skorts, and jumpers.

### Schedule

Students will wear summer uniforms during the first and fourth nine weeks. Students will wear winter uniforms during the second and third nine weeks. Students will wear dress uniforms on *Mass* days and on other days as specified by the administration

Uniforms are available at our “Angels and Saints” Uniform Shop, in the Parish Office Building (Re/Max). Please call our office for hours. Uniforms may be purchased from any school uniform provider. The school logo can be added at Make It Personally Yours, at 326 E. Main St., Havelock, NC 28532 (252.447.6636) or at Carolina Sports, 3906 Arendell St., Morehead City (252.808.2800).

### The Purpose of the Uniform

Uniforms in a Catholic school are a sign of inclusion that help promote a sense of belonging. The proper uniform should be looked upon as instructional. Looking clean and well-groomed shares a lot about our students’ attitudes towards themselves and others. Through the uniform policy, we teach our students about appropriate attire for academics, athletics, and more formal dress occasions.

### Our Annunciation School Mission

Annunciation Catholic School provides our students with a foundation in the Catholic Faith and a strong academic education.  
We develop active citizens who live and love as Christ did.  
We make the world a better place.  
We pray. We learn. We love.

## **ADDITIONAL UNIFORM GUIDELINES**

1. Only middle school students (Grades 6-8) may wear athletic or ACS logo hoodie sweatshirts.
2. Only official school logo uniforms may be worn in the classroom or in church.
3. Make-up may not be worn or brought to school.
4. French nails, nail tips or color polish may not be worn.
5. Only one chain necklace may be worn with a religious medal or cross in which the medal or cross is 1" or less.
6. No rings, wrist or ankle bracelets may be worn. The only exception is that students may wear no more than one bracelet supporting a Non-Profit or charitable organization or cause, i.e. LiveStrong. No silly band or any other bracelet of that type is allowed.
7. Girls may wear only one pair of stud earrings, with one earring in each ear. Dangling earrings and/or hoops may not be worn due to safety reasons.
8. Boys are not permitted to wear earrings.
9. Shirts are to be tucked in at all times.
10. Girls and boys are to wear belts with pants and shorts with belt loops (Grades K-8). Belt loops MAY NOT be cut off of trousers or shorts.
11. Boys' hair must be worn no longer than collar length. Fad haircuts are not permitted. Fad haircuts include spiked hair, initials cut into the hair or mohawks. No dyed hair is permitted.
12. Skirts, shorts, skorts (preK – 5<sup>th</sup> grade) and jumpers must be no shorter than two inches above the kneecap.
13. Cologne and perfume are not permitted.
14. Only logo ACS outerwear may be worn in the classroom.
15. Boy Scouts and Girl Scouts may wear their uniforms on meeting days.
16. Hats may not be worn inside the building, except on special days.
17. Scrunchies, hair clips, rubber bands, etc. must be in the hair, not worn on wrists.
18. Students must wear white or navy blue knee socks or crew socks. Ankles must be covered. White or blue tights are allowed with winter uniform.
19. No cargo or painter-style pants may be worn with uniform. Trousers and shorts must be plain navy blue.

To show school spirit and to sometimes just have some fun, theme days are held. Announcements will be made when these times occur.

## **ENFORCEMENT OF UNIFORM**

Students not in proper uniform (i.e. PE uniform vs. regular uniform) will be given a uniform slip which must be signed by the parent and returned to the school office.

## **OUT-OF-UNIFORM GUIDELINES**

Appropriate dress is required.

- Shorts/skirts must be no shorter than 2 inches above the knee
- Dressy jeans (blue jeans may not have any raggedy ends, holes, or lose strands and no skinny jeans)
- No jogging suits
- No clothing that is tight – no tights or leggings as pants
- No sandals or flip flops
- No tank tops
- No t-shirts with inappropriate writing, wording, pictures, or logos
- No unauthorized jewelry, makeup, or nail polish

*Good Rule of Thumb: If you have to ask, the answer is probably no. If you think you shouldn't wear it, you shouldn't.*

**ALL UNIFORM REGULATIONS AND GUIDELINES ARE SUBJECT TO THE DISCRETION OF THE TEACHER AND/OR PRINCIPAL. AS PARTNERS IN EDUCATION, PARENTS AGREE TO SUPPORT THE DECISION OF THE TEACHER/PRINCIPAL.**

**If the Director of Student Life, Principal, or a teacher feels that the clothing is inappropriate, a student will be required to change.**





My child

\_\_\_\_\_ has permission

to be picked up from Annunciation Catholic School by:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If this permission is for a specific date or event, please list it here:

\_\_\_\_\_  
\_\_\_\_\_

If this permission is granted for the entire 2024-2025 school year, please initial here: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

\_\_\_\_\_