



## Cardinal Newman Academy Application Checklist

✓	<b>Document</b>	<b>Description</b>
	Application for Admission	2-page Application for Admission
	\$50 Non-Refundable Application Fee	Please make payment to “Cardinal Newman Academy.” If applicant is admitted, your \$50 application fee will be deducted from tuition.
	Parent Statement	Please include a parent statement as to why you want to enroll your child at Cardinal Newman Academy.
	Applicant essay	The Applicant must submit a 250-500 word essay on one of the topics listed on the Application for Admission.
	Copy of Baptismal Record	Student must submit from their parish a copy of their baptismal record.
	Transcript Release Form	Parent/guardian: please complete the Transcript Release Form and submit directly to your child’s school.
	Teacher Recommendation Form	To reduce workload, Cardinal Newman Academy utilizes the Teacher Recommendation Form common to the other independent schools. Please ensure completion of this confidential form as part of your application.

These documents may be submitted via e-mail or U.S. Mail to the following:

Cardinal Newman Academy  
P.O. Box 18096  
Richmond, VA 23226  
[admissions@cardinalnewmanacademy.org](mailto:admissions@cardinalnewmanacademy.org)