

ST MARY'S COLLEGE - ADMISSIONS CRITERIA

As currently required by the law, priority will be given to pupils normally resident in Northern Ireland before children normally resident elsewhere.

In the event of over-subscription the following criteria, drawn up by the Board of Governors of St Mary's College will be applied in the order set down to select pupils.

- 1 Pupils who have sister(s), half sister(s) or foster sister(s) currently or formerly enrolled in the school.
- 2 Pupils who are the eldest girl in the family
- 3 Pupils presently resident in the Derry City Council area who have chosen St Mary's College as their first preference all ability school.
- 4 Pupils who presently reside in the Derry City Council area.
- 5 Pupils whose mother was a past pupil of the school.
- 6 Pupils who are presently resident in Northern Ireland.

The permitted admission number for Year 8 as determined by the Department of Education for the academic year 2012/2013 is 130.

In the event of over-subscription in any one criterion when applied in the order set, the selection of available places will be carried out using a method of random selection.

The following random selection process will be applied in the event of over subscription in any of the criteria listed based on the initial letter of the pupils surname as stated on her birth certificate in the order set out below.

O R D MAC M S I MC C A Y Q U N V K G P W X T F J B Z E H L O'

The order was determined by a random selection of the letters of the alphabet witnessed by Board of Governors. In the event of surnames beginning with the same initial letter the subsequent letters of the surnames will be used in alphabetical order. In the event of 2 identical surnames the alphabetical order of the initials of the forenames will be used.

The Board of Governors reserves the right to require such supplementary evidence as it may determine to support or verify information on any application/transfer form. If you are successful in gaining a place in St Mary's College you will be asked to provide the following:

A Any one of the following original documents:

- The child's Birth Certificate
- A letter awarding Child Benefit to the child or another letter relating to this benefit.
- The child's Medical Card showing the child's current permanent place of residence.

and

B Any two of the following original documents:

- A bank, post office, Credit Union or building society statement which shows the address at which the child is resident;
- A current utility bill (for instance Electricity, Gas, Television Licence, Telephone) which shows the address at which the child is resident;
- A letter awarding Child Benefit to the child or another letter relating to this benefit;
- The child's Medical Card showing the child's current permanent place of residence.

Please note that other documents equally capable of verifying your information, or other equally capable means of verification, will be considered at the discretion of the Board of Governors. If, therefore, you are unable to provide the specific documents listed above then please contact St Mary's College to establish how you can verify your application.

Upon receipt the school will take a copy of your documents but will retain this copy only until the admissions procedure (including Appeals Tribunals) is complete.

Your provision of these documents is essential if we are to offer your child a place at St Mary's College. By law, St Mary's College's Board of Governors has a duty to verify the important information within your child's application in order to ensure that it has applied its admissions criteria correctly and that the admissions process is accurate and fair. The provision of false or incorrect information or the failure to provide information within the deadlines set by post-primary schools can result in the withdrawal of a place and the inability to offer a place on the part of any school nominated on the applicants transfer form.

Thank you in advance for your co-operation.

NUMBERS OF APPLICATIONS AND ADMISSIONS

Year	Admissions No.	Total Applications All Preferences	Total Admissions
2008/2009	135	166	135
2009/2010	135	159	135
2010/2011	135	181	139
2011/2012	135	137	134