



Admissions Checklist

- MCA Online Application (in packet)
- Transcript Release Form –This form **must** be given to the student’s current school to give permission for the current school to send school records to Mother Caroline Academy (in packet)
- School records
 - Report Cards - from your student’s current school year and prior school year
 - Attendance records
 - Test scores (if applicable)
- Financial Information - Answer all financial questions in section two of the application
 - A copy of your income tax 1040 from this year **MUST** be submitted as part of the application
- Teacher recommendations
 - Recommendations must come from student’s current ELA and Math teacher
 - Teachers are to use this [teacher recommendation form](#) or attached form if you’re using the paper application
- ELA and Math Assessment
- Parent/Student Interview
- Parent/Student Visit

Mother Caroline Academy (MCA) 2023-2024 Admissions Application

Mother Caroline Academy & Educational Center is a tuition-free independent school for girls in grades 2-8, serving traditionally under-resourced Boston neighborhoods. Founded in 1993 in the Catholic tradition, the school promotes cultural, religious, and ethnic inclusion that's reflective of Boston's rich diverse communities. Our commitment is to drive active success for the community by providing a holistic approach to education and family services.

*If accepted, Families are required to pay a **non-refundable enrollment fee of \$350.00***



Student/Family Statement of Non-Discrimination

Mother Caroline Academy and Education Center (MCAEC) admits girls of any race, religion, color, nationality, and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available at the school. MCAEC does not discriminate on the basis of race, religion, color, nationality, or ethnic origin in the administration of its educational policies and scholarship, athletic, and other school-administered programs.

As a school community, all staff members and volunteers are mandated reporters. If a situation arises where a staff member or volunteer expresses concern for the safety and/or well-being of a student that may warrant the involvement of outside services, they will direct concern to the Dean of Students/Licensed Mental Health Counselor. That administrator will determine the appropriate course of action for the situation.

Admissions Requirements

1. Grades - We accept applications for students entering grades 2-7.
2. Residency - All MCA students have to reside in one of the Boston Neighborhoods.

MCA uses the Massachusetts Fuel Assistance income guidelines to help determine financial eligibility for students and their families. Income verification will be confirmed using the guidelines charted below.

Fiscal Year 2023
Low-Income Home Energy Assistance Program (LIHEAP)
Income Eligibility and Benefit Levels

Number of People in a Household	100% of Federal Poverty Level	125% of Federal Poverty Level	150% of Federal Poverty Level	175% of Federal Poverty Level	200% of Federal Poverty Level	60% of Estimated State Median Income
1	\$ 13,590	\$ 16,988	\$ 20,385	\$ 23,783	\$ 27,180	\$ 42,412
2	\$ 18,310	\$ 22,888	\$ 27,465	\$ 32,043	\$ 36,620	\$ 55,462
3	\$ 23,030	\$ 28,788	\$ 34,545	\$ 40,303	\$ 46,060	\$ 68,512
4	\$ 27,750	\$ 34,688	\$ 41,625	\$ 48,563	\$ 55,500	\$ 81,562
5	\$ 32,470	\$ 40,588	\$ 48,705	\$ 56,823	\$ 64,940	\$ 94,611
6	\$ 37,190	\$ 46,488	\$ 55,785	\$ 65,083	\$ 74,380	\$ 107,661
7	\$ 41,910	\$ 52,388	\$ 62,865	\$ 73,343	\$ 83,820	\$ 110,109
8	\$ 46,630	\$ 58,288	\$ 69,945	\$ 81,603	\$ 93,260	\$ 112,556
9	\$ 51,350	\$ 64,188	\$ 77,025	\$ 89,863	\$ 102,700	\$ 115,002
10	\$ 56,070	\$ 70,088	\$ 84,105	\$ 98,123	\$ 112,140	\$ 117,449
11	\$ 60,790	\$ 75,988	\$ 91,185	\$ 106,383	\$ 119,896	\$ 119,896
12	\$ 65,510	\$ 81,888	\$ 98,265	\$ 114,643	\$ 122,343	\$ 122,343
13	\$ 70,230	\$ 87,788	\$ 105,345	\$ 122,903	\$ 124,790	\$ 124,790
14	\$ 74,950	\$ 93,688	\$ 112,425	\$ 127,237	\$ 127,237	\$ 127,237
15	\$ 79,670	\$ 99,588	\$ 119,505	\$ 129,684	\$ 129,684	\$ 129,684
16	\$ 84,390	\$ 105,488	\$ 126,585	\$ 132,130	\$ 132,130	\$ 132,130
17	\$ 89,110	\$ 111,388	\$ 133,665	\$ 134,577	\$ 134,577	\$ 134,577

1. Number of Members in Household: _____
2. Annual family income: _____

Please include last year's tax return (only the 1st page) when returning this form to MCA
Applicant must be a dependent on your most recent tax return

Student Information

Applicant Full Name:

Applicant Date of Birth:

Race (Circle what applies):

Black White Asian Hispanic Pacific Islander/Native Hawaiian Native American Mixed Race

Ethnicity (Circle one):

Hispanic Non-Hispanic

Student lives with (Circle what applies):

Both Parents Birth Mother Birth Father Grandparents Other

What religion do you belong to or identify yourself most close to?

Primary language spoken at home

Current Grade:

Grade Applying For:

Current School (include city school is in):

Does your child have an IEP (Individualized Education Plan)? (please circle your choice) Yes No

Has your child been tested by a learning specialist, child study team, school psychologist or other trained evaluator during the past 3 years? (circle your answer) Yes No If yes, please

explain below:

Parent/Guardian Information

Parent/Guardian Full Name:

Address:

Cell Phone:

Email:

Occupation:

Employer:

Highest Education Level Achieved:

Parent/Guardian 2 Information (if applicable)

Parent/Guardian 2 Full Name:

Address:

Cell Phone:

Email:

Occupation:

Employer:

Highest Education Level Achieved:

Closing

How did you hear about us? (Circle your answer)

MCA Website / Word of Mouth / Social Media / A current MCA family / An MCA alumna / Flyer/Press / Other / If you chose other and/or would like to elaborate on your answer, please do so below:

Next Steps

The next steps in the application process include student/parent interviews and testing. Once your application is complete, including income verification, school records and teacher recommendations, you will be contacted to schedule interviews and notified about testing dates. If you have any questions and/or concerns, please contact our Office of Admissions at 617-427-1177 ext. 201



TRANSCRIPT RELEASE FORM

(Please submit Transcript Release Form to your applicant's school)

Applicant Name: _____
To student's current school: The applicant listed above has applied for admission to Mother Caroline Academy.

Please submit the following information to the Academy Admissions Office as soon as possible:

- Grades to date, including the previous 2 years
- Standardized test scores
- Any special educational or psychological testing
- Attendance records and discipline reports

To the parent/guardian of the applicant:

Applicant's Name: _____
Current Grade: _____

I hereby authorize my child's school transcript and records be released to Mother Caroline Academy's Office of Admission. Please send requested materials to Mrs. Raymonde Alcindor at ralcindor@mcaec.org and/or the address below:

**Mother Caroline Academy
Office of Admissions
515 Blue Hill Ave
Dorchester, MA 02121**

Signature of Parent/Guardian: _____

Date: _____