



# NOTRE DAME HIGH SCHOOL

Member of the Middle States Association of Colleges and Secondary Schools

3417 Church Road - Easton, PA 18045

P:610 868-1431 F:610 868-6710 [www.ndcrusaders.org](http://www.ndcrusaders.org)

## **Admissions Process for Transfers:**

- Interested student should “shadow” with a current student at Notre Dame. A tour of the campus is also suggested for the family.
- Submit application and fee to Admissions Director, Mandy Kopp
  - \*\*If a student has an IEP, please send a copy of the IEP to the Principal – Mrs. Jackie Friel or Head Aquinas Teacher - Ms. Amy Brennan as this will need to be reviewed before we can proceed with the Admissions process\*\*
- Additionally, the following documents are required for transfers:
  - Unofficial transcripts from their current school
  - Most recent report card
  - Attendance and Discipline Records
- Administration and Guidance will review the transcripts to ensure enough credits are accumulated, as well as, verify that our courses can accommodate the students schedule.
- Once application is submitted, you may begin the tuition/financial aid submission via FACTS:  
<http://online.factsmgt.com/signin/3NW4G>
  - ALL families must complete a Fact Financial Aid Application every year in order to be eligible for aid/scholarships and to create payment schedule.
- Transportation forms can be filled out on our website: <https://ndcrusaders.org/parents/>
  - This can be done from the time of registration and sent to [jbrinker@ndcrusaders.org](mailto:jbrinker@ndcrusaders.org)
- If the student participates in any athletics a PIAA waiver request form will need to be completed.
  - Please be aware of the PIAA transfer rules for sport participation, specifically post-season play. Visit: <https://www.piaa.org/> or contact Athletic Director, Ms. Rogers, for additional information.
- ALL transfer students and their families will need to meet with Principal – Mrs. Friel, for final approval of transfer.
- Uniforms can be purchased at Flynn & O’Hara, which is located at 1876 Catasauqua Rd, Allentown, PA 18109, or on their website: <https://www.flynnohara.com/>
- Final step in transfer process is to officially withdraw from their current school.

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## Contact Information for any questions you may have:

Admissions Director	Mandy Kopp x1108	<a href="mailto:mkopp@ndcrusaders.org">mkopp@ndcrusaders.org</a>
Assistant Principal	Dena Farrell	<a href="mailto:dfarrell@ndcrusaders.org">dfarrell@ndcrusaders.org</a>
Aquinas	Jackie Friel	<a href="mailto:jfriel@ndcrusaders.org">jfriel@ndcrusaders.org</a>
	Amy Brennan	<a href="mailto:abrennan@ndcrusaders.org">abrennan@ndcrusaders.org</a>
Athletic Director	Amy Rogers x1118	<a href="mailto:athletics@ndcrusaders.org">athletics@ndcrusaders.org</a>
Busing (transportation)	Jane Brinker x1110	<a href="mailto:jbrinker@ndcrusaders.org">jbrinker@ndcrusaders.org</a>
Campus Ministry	Zelenda Hodgskin x1113	<a href="mailto:zhodgskin@ndcrusader.org">zhodgskin@ndcrusader.org</a>
Chaplain	Rev. Daniel Kravatz	<a href="mailto:dkravatz@ndcrusaders.org">dkravatz@ndcrusaders.org</a>
Dean of Students	Phil Stambaugh x1139	<a href="mailto:pstambaugh@ndcrusaders.org">pstambaugh@ndcrusaders.org</a>
Finance/Tuition	Lisa Beltz x1129	<a href="mailto:lbeltz@ndcrusaders.org">lbeltz@ndcrusaders.org</a>
	Geoff Gowey x1132	<a href="mailto:ggowey@ndcrusaders.org">ggowey@ndcrusaders.org</a>
Fundraising	Cindy Mackiewicz x1124	<a href="mailto:cmackiewicz@ndcrusaders.org">cmackiewicz@ndcrusaders.org</a>
Guidance	Ryan Allen (A-L)	<a href="mailto:rallen@ciu20.org">rallen@ciu20.org</a>
	Brandie Uliana (M-Z)	<a href="mailto:buliana@ndcrusaders.org">buliana@ndcrusaders.org</a>
Principal	Jackie Friel	<a href="mailto:jfriel@ndcrusaders.org">jfriel@ndcrusaders.org</a>

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