Dear Prospective Saint Ambrose Academy Family,

We are honored by your interest in becoming a part of Saint Ambrose Academy (SAA)! Attached you will find the application for the 2026-2027 hybrid year. We will meet at St. Alphonsus Liguori Parish (Weitzel Hall) at 1870 W Oak St, Zionsville, IN 46077 on Mondays and Wednesdays.

All applications are to be submitted no later than May 1st, 2026.

Please note that applications will be processed and interviews of families will follow.

We have experienced a high level of interest for the 2026-2027 year. Our enrollment will be capped at 40 students to accommodate space and time constraints. Currently enrolled families will receive first preference to be included for 2026-2027.**Your submitted application does not guarantee enrollment.**

We ask that you include a one time, non-refundable application fee per family with your completed application (See Page 5).

Once you have completed your application and registration fee, please mail to:

Saint Ambrose Academy
1870 W Oak St,
Zionsville, IN 46077

We are looking forward to all that God has planned for this year at Saint Ambrose Academy!
Blessings,

Lynn O' Sullivan
Amelia West

Additional Information: Saint Ambrose Academy- Lady of Perpetual Help Chapter does not operate through the Diocese of Lafayette in Indiana or St Alphonsus Liguori Parish. Saint Ambrose Academy- Lady of Perpetual Help Chapter is a separate non-profit organization who rents a building from the Parish. Non-Discriminatory Policy: Saint Ambrose Academy, a hybrid homeschooling co-op, admits students of any race, color, nationality or ethnic origin to all the rights, privileges, programs and activities generally afforded or made available to students at SAA.

Saint Ambrose Academy Application: *2026-2027 HYBRID YEAR*

FAMILY INFORMATION

Father's Name: _____

Father's Email: _____

Father's Phone: _____

Father's Address: _____

Mother's Name: _____

Mother's Email: _____

Mother's Phone: _____

Mother's Address: _____

Family's Church:_____

STUDENT INFORMATION:

Student 1:

Name: _____

Birth Date & Age: _____

Grade level for 2026-2027 hybrid year: _____

3 words to describe student's personality:

_____

Student 2:

Name: _____

Birth Date & Age: _____

Grade level for 2026-2027 hybrid year: _____

3 words to describe student's personality:

_____

Student 3:

Name:_____

Birth Date & Age: _____

Grade level for 2026-2027 hybrid year: _____

3 words to describe student's personality:

_____

Student 4:

Name: _____

Birth Date & Age: _____

Grade level for 2026-2027 hybrid year: _____

3 words to describe student's personality:

_____

Student 5:

Name: _____

Birth Date & Age: _____

Grade level for 2026-2027 hybrid year: _____

3 words to describe student's personality:

_____

Please list any allergies (food or otherwise) your child(ren) may have. Is an EpiPen required?:

_____

_____

Please note any medical issues your child(ren) has that a teacher should be made aware of:

_____

_____

Please share any other information about your child(ren) you feel a classroom teacher should know:

_____

ADDITIONAL INFORMATION:

1. Why do you want your child to attend Saint Ambrose Academy?

_____

_____

_____

_____

2. How did you hear about Saint Ambrose Academy?

_____

_____

_____

3. Please review the following documents, and initial all that you as the parent and the student(s) agree with:

1. Statement of Faith _____
2. Student Discipline Policy _____
3. Student Dress Policy _____
4. Mission & Family Agreement _____
5. Parent Volunteer Agreement _____
6. Parent Responsibilities & Indiana Homeschooling Requirements _____
7. 2026-2027 Academic Schedule & Class Offerings _____

I have read and I understand the Saint Ambrose Academy mission and agree with the aforementioned documents.

As a member of Saint Ambrose Academy, I/we the student(s) my family will abide by the listed practices. (Please sign and date.)

_____ _____

Signature(s) Date

FINANCIAL COMMITMENT:

Please Note: Financial commitments are binding for the entire school year. This holds for students who withdraw anytime during the school year, whether the second week or mid-year. In order to budget for the year, keep our costs down as low as possible, and pay our teachers appropriately, we ask families to enter into this commitment sincerely intending to stay for the entire year.

Upon acceptance of your child, you will receive a financial commitment form to sign and return.

Please indicate below which grades you are requesting for the 2026-2027 academic year. Additionally, please include a separate check with the appropriate application fee (see below):

Pre-K (Two, Full Days): $2,600**

K, 1st, 2nd, 3rd, 4th, 5th,6th, 7th, 8th Grades: (All grades K-8) $2,600**

Tuition can be paid monthly (August- May), annually, or bi-annually.

** Final tuition will be dependent upon enrollment and classes offered. All efforts will be made to keep it as low as possible.

Non-refundable application fees and deadlines:

By April 1st
$100 per family

By May 1st
$200 per family

By June 1st
$250 per family

Please note that an additional 25% fee will be added to tuition if payment is received past the due date.

CONTRACTING SIGNATURE

By signing my full name below and submitting this form, I certify this application is correct. I understand my financial and parental commitment as stated above. I agree to faithfully meet my obligations to Saint Ambrose Academy. I have read, understand, and agree with the school's guidelines and policies as set forth in this registration packet and accompanying documents pertaining to my role as a parent.

_____ _____

Signature Date

Please Print Name: _____

PLEASE ONLY PRINT PAGES 1 -6, 9 -11 TO SEND WITH YOUR APPLICATION FEE TO SAA!

1. STATEMENT OF FAITH

Saint Ambrose Academy is a Catholic organization. Please thoroughly read our Statement of Faith. We believe Christ is the source of all knowledge and truth, therefore Catholic doctrine, morals, and culture will be a core part of all classes with SAA. Enrollment in this organization requires that each student fully acknowledge and abide by the statement below.

I believe in one God, the Father Almighty, maker of heaven and earth, of all things visible and invisible.

I believe in one Lord Jesus Christ, the Only Begotten Son of God, born of the Father before all ages. God from God

Light from Light, true God from true God, begotten, not made, consubstantial with the Father; through Him all things were made.

For us men and for our salvation, He came down from heaven, and by the Holy Spirit was incarnate of the Virgin Mary, and became man.

For our sake He was crucified under Pontius Pilate, He suffered death and was buried, and rose again on the third day in accordance with the Scriptures.

He ascended into heaven and is seated at the right hand of the Father.

He will come again in glory to judge the living and the dead and His kingdom will have no end.

I believe in the Holy Spirit, the Lord, giver of life, who proceeds from the Father and the Son, who with the Father and Son is adored and glorified, who has spoken through the prophets.

I believe in one holy, Catholic and apostolic Church.

I confess one Baptism for the forgiveness of sins and I look forward to the resurrection of the dead and life of the world to come.

I acknowledge the authority of the Magisterium of the Holy Catholic Church in Rome and I affirm the entire deposit of faith without reservation.

I believe in the sanctity of marriage and all human life, from conception to natural death.

2. STUDENT DISCIPLINE POLICY:

Saint Ambrose Academy believes the primary responsibility of disciplining a child to be that of the parents. However, when a child is under the care of the academy, we are honored to thoughtfully assume the role of guiding, encouraging, and correcting children as part of the partnership we have with families. The intention of all disciplinary measures is to treat each child with dignity while giving them the opportunity to learn. The Academy will work with parents and students to establish individual behavior plans when deemed necessary. However, as a general guideline for classroom management, the following procedure has been established for handling disruptive or inappropriate student behavior (Consequences for misbehavior may include the following and will increase in level depending on the severity of the behavior, or if it is a habitual or repeated offense):

1. Private verbal reminder of appropriate behavior by the teacher or other adult
2. Reporting of incident to parent (by a note, private conversation, or email)
3. Meeting with parents and student to develop individual behavior plan for continued disruptive or challenging classroom behavior

Additional consequences for continual misbehavior may include a confession and apology to the offended person/teacher verbally and/or in writing. Possibly a confession and apology to the entire class. Continued misbehavior, or first time offenses of certain behaviors listed below, may result in suspension or expulsion from SAA.

Student behavior requiring disciplinary action could include but are not limited to the following:

1. Inappropriate speech
2. Inappropriate conduct (either harmful, sexual, or altogether negligent) whether to oneself, with another student, or with property belonging to another.
3. Bullying of any kind
4. An inability to meet the academic standard
5. Accumulated absences that affect the dynamics of the classroom
6. Plagiarism and/or cheating
7. A consistent neglect of dress standards
8. Inappropriate conduct
9. Any action which breaks state or federal law
10. Any conviction by a state or federal court
11. Consistent disruption of the class, affecting the learning environment of fellow students

Saint Ambrose Academy desires to manage student behavior in accordance with what the teacher understands to be the parents' wishes. That said, the Academy reserves the right to suspend or expel a student from class for any length of time deemed necessary due to behavior that does not meet the standards of the Academy.

3. STUDENT DRESS POLICY

Expectations for dress are as follows:

In an effort to take the most cost effective route, families may purchase uniforms from any store (new or used).

Please note dress policy is for all grades Pre K- 8th Grade.

Girls:

Skirts/Pants: Navy or Dark Green pleated jumper OR Navy or Khaki pleated skirt, may wear Navy or Khaki pants OR Navy or Khaki shorts as well. No denim nor athletic wear. Plain (not printed) leggings are acceptable under skirts and jumpers. Shorts may be worn under a skirt for PE.

Shirts: Navy or Dark Green polo (long or short sleeve)

Tights/Socks: *Optional* solid white or navy socks, knee high white or navy socks or footed tights white or navy
Shoes: Any dress shoes OR tennis shoes (no lights nor wheels)

Sweaters: *Optional* Navy or Dark Green Sweaters

Boys:

Pants: Navy or khaki dress shorts OR navy or khaki dress pants (shirts must stay tucked in), no denim, leggings nor athletic wear.

Shirts: Navy or Dark Green polo (long or short sleeve)

Socks: *Optional* Solid white or navy socks

Shoes: Any dress shoes OR tennis shoes (no lights nor wheels)

Sweaters: *Optional* Navy or Dark Green Sweaters

4. MISSION & FAMILY AGREEMENT MISSION:
Saint Ambrose Academy aims to create a unique support space for Catholic homeschooling families in and around the Central Indiana area and to foster a spirit of community among participating families. Saint Ambrose Academy will meet twice weekly for classes implemented by qualified instructors in order to educate children in a classroom setting in partnership with their parents at home as a Catholic hybrid school.

FAMILY AGREEMENT:
Saint Ambrose Academy (SAA) is a Catholic academic homeschool support program established to assist families in the character formation and education of their home schooled children. SAA utilizes the established curriculum of Mother of Divine Grace in most subject areas taught by qualified homeschool educators with classes meeting on Mondays and Wednesdays. Saint Ambrose Academy is not identified by the State of Indiana as a school; **t**herefore, it is imperative that the academy and parents work closely to maintain proper homeschool requirements of the State.

Likewise, as a Catholic institution of education, the academy expects a close partnership with parents to ensure the student is maturing adequately throughout the hybrid year. Mondays and Wednesdays the teacher will follow the provided curriculum with the plan that the lesson will be continued at home Tuesdays, Thursdays and Fridays. Each teacher will communicate on hybrid days if they are ahead or behind on the shared schedule. Simple and consistent communication should make the partnership feasible. Parents are responsible for continuing the lessons at home as specified by the teacher and curriculum. Each family will be required to purchase all necessary books and materials for their child's corresponding grade before the start of the academic year. In addition to purchasing the books listed for their grade; each family will be encouraged to purchase a syllabus (approximately $30) from Mother of Divine Grace for their child's grade (requirement depends upon grade level). The syllabus will help the parents follow

along with the schedule the teacher plans to follow. Having your own syllabus will ease the transition between in-class learning and in-home learning.

Our two-day per week program offers mathematics, science, literature, writing, history, and more. Instructors may provide follow-up assignments, additional reading, and projects to be completed at home on Tuesdays, Thursdays, and Fridays in addition to those days' lessons. It is the parents' responsibility to help students complete assignments at home on those days as well as complete their lessons allotted for those days. Please note our goal is to have as minimal amount of work outside of the classroom but may be necessary to keep up with the curriculum.

Although we recognize parents as the primary educators of their children, completing home assignments is mandatory for enrollment at SAA. Time to complete home assignments varies depending on grade level and subject matter.

Classes at Saint Ambrose Academy are kept small, allowing the instructors to easily monitor the progress of each individual student. While we do not fully adhere to all elements of the syllabi for each grade level, we do our best to implement the key formation goals of each stage of learning. MODG's full curriculum is intended for a one on one approach, therefore not all recommendations are applicable or ideal in our type of hybrid setting.

Saint Ambrose Academy works with a MODG trained advisor who reviews the curriculum selections for each grade level ensuring we cover the necessary subject areas as well as meet the formation goals of each particular learning stage. Please note that SAA is not an affiliate of Mother of Divine Grace (MODG). We follow their syllabi both in the classroom and at home, as it is an excellent academic and solidly Catholic program.

While Mother of Divine Grace is an accredited program, SAA itself is not independently accredited. Families can dual enroll at any time they deem beneficial. We feel that dual enrollment would be most valuable at the high school level if it is the family's desire to obtain a diploma from an accredited institution. An accredited diploma, however, is not required in order for any student to graduate. Both transcripts and a diploma can be generated by the home educator.

SAA is faithful to the Roman Pontiff, the Vicar of Christ on Earth, who is the universal Teacher in matters of faith and morals. We follow the Magisterium of the Roman Catholic Church as our foundation and guide in all our functions and activities. We are sustained and nourished by the Holy Sacrifice of the Mass and the True Presence of Jesus Christ in the Holy Eucharist. We seek the wise counsel of the Blessed Virgin Mary, our heavenly mother and ask her protection and intercession for our families.

> *"Since parents have conferred life on their children, they have a most solemn obligation to educate their offspring. Hence, parents must be acknowledged as the first and foremost educators of their children."*
>
> Taken from Pope John Paul II's encyclical FAMILIARIS CONSORTIO

As a group, we understand and accept that disruptions to the schedule may occur because of sickness, absence, weather, traffic, family issues, etc. As homeschoolers, we understand the desire and need for flexibility. Everyone in the group will strive to be sensitive and accommodating in any extenuating circumstances, however, that said, if your child(ren) are absent you will be expected to carry out that days class work/lesson at home. No refund for missed days will be provided, including days cancelled for weather.

ADDITIONAL CONSIDERATIONS:
While we would love to be able to support children of all abilities, unfortunately Saint Ambrose Academy is currently not equipped, as some programs are, with the appropriate staff nor the aids and resources to be able to support the unique needs of students with severe learning disabilities or those who have severe behavioral problems. We realize this is a very sensitive subject, but we want to make this issue clear in the most respectful way possible as it would be a disservice on our part. Like any child, they deserve the best educational environment available to meet their individual needs. We ask that you please take this into consideration when applying. In the best interest of all the students, the academy will work closely with the parents of a struggling child and exhaust all available resources within the framework of our mission.

Ultimately, our intent and purpose is to provide an equal education for all students in the classroom; therefore, St. Ambrose Academy maintains the right to forego the teaching and overseeing of a child's education if it is determined the child cannot meet the requirements of either the classroom and/or academy.

Communication Policy

Good communication between staff and parents is a critical component of hybrid success. All communication should be professional, respectful, and courteous. Our staff will use email communication by sending and responding to emails in a timely manner and maintaining professionalism in all emails.

Our staff will ensure all communication is in line with our program's values.

Our staff will collaborate with parents by working together to solve problems, sharing knowledge and resources, and developing solutions that are mutually beneficial. We ask that staff and parents treat one another with dignity and recognize the contributions of one another.

Generally, teachers and staff will not respond to emails or texts after 5:00pm or on weekends unless the matter is an emergency in nature.

If you wish to meet with a teacher by phone or in person, an appointment must be made prior to the meeting.

Text communication is suitable for short questions or statements. Texts are not appropriate for more in-depth questions or concerns about classroom behavior or assignments. Those should be handled in person or by phone.

St. Ambrose Academy maintains the right to forego the teaching and overseeing of a child's education if we determine these policies are not followed.

5. PARENT VOLUNTEER AGREEMENT
In order to keep tuition costs at a minimum, Saint Ambrose Academy has a cooperative element. Families are expected to complete approximately 2 volunteer hours, or 2 per month that we are in session (which may decrease or increase depending on enrollment) annually per family. The requirements for fulfilling these hours include, but are not limited to: mass adult volunteer, substitute teacher backup, lunch room duty, dismissal assistance, and light cleaning hours (completed at the end of the day).

As a parent of a child at Saint Ambrose Academy, I agree to the following (No exceptions will be made):

❑ I will fulfill all of my volunteer requirements. I will arrive no later than 5 minutes before my scheduled service time. I will find a substitute if I will be absent.

❑ I bring to SAA a servant's heart, realizing that I may be needed (or called upon) to help in an area that is not my scheduled service requirement. I will make every effort to help during these times.

❑ I understand that there are specific substitute teachers aligned for the academic school year but realize that I may be called upon to substitute teach in my child's grade in the event that a teacher is absent and a substitute teacher is unavailable. This will count towards my overall volunteer requirement and childcare will be provided for my unenrolled children (Note: nursing and young children can stay with you, the parent).

❑ With all children's safety and well-being in mind, **I will complete Safe Environment training through the diocese and obtain the necessary volunteer clearances before my volunteering hours are scheduled.**

❑ In addition to the aforementioned volunteer hours, my family agrees to participate in **one fundraiser** throughout the academic year for Saint Ambrose Academy.

_____ _____

Signature Date

Please Print Name: _____

6. PARENT RESPONSIBILITIES & INDIANA HOMESCHOOLING REQUIREMENTS

SAA will help guide families through the process, but official filing of paperwork, and the completion of hours not done at SAA will be the sole responsibility of parents. A summary of the year and what the state of Indiana requires from homeschooling families (and how SAA will partner with families) is as follows. Please see our recommendations below and be sure to keep up with current Indiana Law to assure that you and your family are meeting the necessary requirements.

If your child is currently in public school, the Homeschool Legal Defense Association recommends that you formally withdraw your child from that school. If you are going to start homeschooling after the school year is over, and your child is considered enrolled for the following year, we recommend that you withdraw your child before the next school year begins, so that the school does not mark your child as absent or truant.

Indiana State Requirements:

1. Provide equivalent education to public school in English language.
2. Teach for 180 days.*
3. Keep Attendance Records. You must keep attendance records to verify the enrollment and attendance of your students. Such records must be made available upon request of the state superintendent or the superintendent of the school district in which you reside.
4. Provide information to the state, IF REQUIRED. Indiana public school officials may request that homeschoolers complete an online enrollment form on the Indiana Department of Education website. This enrollment is not required under state law and is voluntary. There are a few situations when completing this enrollment form might be beneficial.

   Upon a specific and individual request by the state superintendent of public instruction, you must furnish the number of children, by grade level, that you are teaching at home.

Saint Ambrose Academy recommends that you maintain your attendance records as well as information on the textbooks and workbooks your student used, samples of your student's work, portfolios and test results, and any other documents showing that your child is receiving an appropriate education in compliance with the law. You should maintain these records for at least two years.

HYBRID TENTATIVE SCHEDULE 2026-2027. NOTE START DATE AND END DATE MAY BE ADJUSTED..

4/1: Last day for early registration
6/1: Last day for late registration
8/TBD: Open house, Meet Your Teachers

8/10: Use this week to familiarize yourself and student(s) with the curriculum
8/17: Tentative First day of classes at SAA (Must be ready for Week 1, Day 1 of the syllabus)
9/7: Labor Day -No class this week
10/12-16 Hybrid closed (Fall Break)
11/23-27: Hybrid closed **(Thanksgiving Holiday)**
11/30: Resume classes at SAA
12/21-1/3: Hybrid closed **(Christmas Holiday)**

WINTER/SPRING 2026
1/4: Resume classes at SAA
2/15-2/19: Hybrid closed **(Winter Break)**
3/29-4/2: Hybrid closed **(Spring Break**)
4/5: Resume classes at SAA
5/14: Final day of classes at Saint Ambrose Academy!

Class Offerings:
* Please note that the following offered classes as well as grade levels are dependent upon enrollment as well as finding qualified teachers. If not enough students enroll, SAA will be unable to offer all listed grade levels and/or subject offerings for the 2026-2027 academic year. Additionally, the following offered classes are subject to change if more or less time is needed in certain areas. Additionally subjects are not listed in any specific order and not all subjects will receive the same amount of instruction time.*

TENTATIVE SCHEDULE

Monday: **9:00-9:30** **Daily Mass**

Wednesday: **9:00-9:30** **Art/PE/other Activity**

Classes begin at 9:40

Classical Pre-K (4 years old by August 1)
FULL DAY
9:40AM to 2:45PM
**Times subject to change*

Day 1 & 3
Religion
Math
Literature
Writing
Poetry
Art
Music
Physical Education

Classical Kindergarten
9:40AM to 2:45PM
**Times subject to change*

Day 1 & 3
Religion
Math
Literature
Writing
Poetry
Art
Music
Physical Education

1st Grade
9:40AM - 2:45PM*
Day 1 & 3
Math
Handwriting
Religion
Poetry
Science
Geography/History
Phonics/Reader Program
Music or Art Class
Lunch
Physical Education

2nd Grade
9:40AM - 2:45PM*
Day 1 & 3
Math
Handwriting
Religion
Poetry
Science
Geography/History
Phonics/Reader Program
Music or Art Class
Lunch
Physical Education

3rd Grade
9:40AM - 2:45PM*
Day 1 & 3
Math
English/Grammar
Geography/History/Literature
Religion
Science
Music or Art Class
Lunch
Physical Education
Intro to Latin/Greek

4th Grade
9:40AM - 2:45PM*
Day 1 & 3
Math
IEW/Grammar
History/Literature
Science
Lunch
Physical Education
Religion

5th Grade
9:40AM - 2:45PM*
Day 1 & 3
Math
IEW/Grammar
History/Literature
Science
Lunch
Physical Education
Religion

6th Grade
9:40AM - 2:45PM*
Day 1 & 3
Math
IEW/Grammar
History/Literature
Science
Lunch
Physical Education
Religion

7th Grade
9:40AM - 2:45PM*
Day 1 & 3
Math
IEW/Grammar
History/Literature
Science
Lunch
Physical Education
Religion

8th Grade
9:40AM - 2:45PM*
Day 1 & 3
Math
IEW/Grammar
History/Literature
Science
Lunch
Physical Education
Religion

*Final times and classes will be communicated by August 8.

Latin is an important part of the Mother of Divine Grace curriculum and we encourage you to pursue this at home.