

## Columba College Board of Trustees Enrolment Scheme

### Maximum Roll

The College's roll will be managed within the maximum roll of 565 students as prescribed for in the Integration Agreement signed on 26 January 1994 and its amendments.

### Preference for Enrolment

Applications for enrolment will be processed in the following order of priority:

**First priority** will be given to students who have been accepted as boarders at the Columba College Boarding House.

**Second priority** will be given to preference students who live within the area deemed to be the Dunedin city boundary as shown on the attached map.

If the number of preference applications from the Dunedin city area exceeds the number of places available at the College, the following order of priority will be adopted:

- (a) siblings of current students
- (b) siblings or children of former students
- (c) children of employees of the Board of Governors, Board of Trustees, and clergy who have a direct pastoral role within the College
- (d) other students

In each of the categories a) – d) above, applicants will be listed in order of receipt of their applications. The College will maintain a waiting list that records the date at which each application was received. In each of the categories, available places will be offered to students in the order in which their names occur on the waiting list for a particular year of entry.

**Third priority** will be given to preference students who live outside Dunedin city, the area of "reasonable convenience" described in priority 2 above.

If places remain for allocation to students in this priority group, selection will be by the same means as that specified for students with second priority status.

**Fourth priority** will be given to non-preference students. Among non-preference students, priority will be given to those students for whom there is a place and who are accepted into the College Boarding House. Other non-preference students will be selected by ranking them in order as set out in the second priority.

The selection process described for students in priority groups 2, 3 and 4 above will operate at each level of the College, depending on the number of places deemed by the Principal to be available at that level.

## What Makes a Preference Student

A statement (on the application or a personal statement from parents) that shows a student has a particular family, religious or philosophical sympathy to the special character of the school or a particular connection to the school.

## Pre-Enrolment

Each year, applications for enrolment will be sought by a date that will be published in a daily or community newspaper that is circulated in the Otago/Southland provinces.

## Informing Parents

Within 10 school days of the closing date for applications, parents will be informed whether their applications have been successful or not. In the case of unsuccessful applicants, parents will be informed that any places that become available will be offered to students in the order in which their names occur on the waiting list for a particular year of entry.

Link to the Dunedin City Council – [Dunedin City Map](#)

