

**POLICY: REQUEST FOR NEW SCHOOL OPENINGS**

Any group or parish wishing to open a Catholic school in the Diocese of Salt Lake City must first comply with the following procedures:

**PROCESS:**

1. Discuss the proposal with the superintendent and obtain approval before initiating any formal steps in the process of opening a school.
2. Submit to the superintendent a written proposal, which includes a professional feasibility study estimating support, projected enrollment, financial resources, etc. The superintendent will review the proposal and consult the Diocesan School Board.
3. If, after reviewing the proposal and supporting data, the superintendent determines that the proposal has sufficient merit, the superintendent will recommend to the bishop that he approve the request to establish such a school. Only with the approval of the bishop may a school call itself "Catholic" or use the term "Catholic" in its title and/or communication with the public.
4. The decision will be communicated to the group/parish, the Diocesan School Board, and the Bishop.