

STUDENT SERVICES

Theology Program

Ursuline Academy is a Catholic school for girls founded by the religious order of St. Ursula in keeping with the charism of St. Angela Merici. The mission of the Ursulines is educating young women for home, society and the Church. An essential component of the academic program of the school is the religious education program, including religion classes, school Masses, prayer services and scheduled annual retreats. The student body is comprised of girls of many faiths, and no student is denied admission because of religious affiliation. All students are expected to attend and participate in all theology classes, class retreats, school Masses and prayer services.

Campus Ministry Program

The Campus Ministry Program promotes and encourages relationships in the school community, with one another and with God. It exists also to bring forth awareness of the needs of those in the school community and in the larger communities of city, state, country and world. To promote the development of these relationships and this awareness, the Campus Ministry Program includes school and class Masses, prayer services, special seasonal celebrations, and observances such as Respect for Life Week and Starvation Awareness Week. The retreat program is designed to provide opportunities for students to grow in knowledge of themselves, of others and of God. Service to others, a hallmark of an Ursuline education, is emphasized and students are given opportunities to serve the school community and larger communities.

Counseling Department

Counselors are available to students from 7:30 a.m. until 4:00 p.m. **A student must have written permission from her teacher to miss class to meet with a counselor.** A teacher has the right to refuse to allow a student to miss class. Students may not miss a test to meet with a counselor. It is the student's responsibility to make up any class work missed while meeting with a counselor. All students are required to meet with their assigned counselor once a semester.

All students have an ethical and legal right to confidentiality. Parents will not be contacted without the student's permission unless the student is in danger or presents a danger to herself or someone else.

A written transcript request and / or requests for letters of recommendation must be made at least ten (10) school days in advance of the date required. There is a \$2.00 fee for each transcript sent; however, each senior has the right to have one final transcript sent to the college or university of her choice free of charge. The ultimate responsibility for meeting deadlines for transcript requests, college applications, test registration, financial aid applications and letters of recommendation lies with the student.

Library / Media Center

The Library / Media Center supports the instructional program and provides an atmosphere conducive to reflection and concentration in which students may engage in intellectual pursuits of an educational nature. Computers, CD-ROM drives, journals, magazines, newspapers, fiction, nonfiction, and reference books are available to assist students in these pursuits.

The Library / Media Center is open on regular school days from 7:30 a.m. until 4:00 p.m. (Monday – Thursday) and 7:30 a.m. until 3:00 p.m. on Friday. On days when there is a faculty meeting, the library will open as soon as the meeting ends, and stay open until 4:30 p.m.. The library is open during the lunch hour; however, it is to be used for quiet, individual study and not for group project work or group studying. Group work in the library is allowed after school; however, students should be mindful that tutoring for both the elementary and the high school takes place in the library during this time, and work as quietly as possible. Food, drinks (including water), and cell phone use are never permitted in the library at any time.

Clubs

Students are encouraged to participate in extracurricular activities for personal enrichment and for the enhancement of their applications to colleges. Each club is led by a faculty moderator appointed by the principal and officers elected by the club members. Application to begin a club must be made in the office

and must have the approval of the Dean of Students. Clubs generally meet during lunch or after school. Permission must be obtained from the Dean of Students for all activities sponsored by Ursuline Academy, whether on school grounds or elsewhere. Students shall consult club moderators before initiating any action with regard to activities. Directives of moderators must be followed in the planning and execution of club activities.

The following are active organizations at Ursuline Academy: Student Council, National Honor Society, Mu Alpha Theta (math honor society), Key Club, Student Ambassadors (public relations assistants), Foreign Language Club, Diversity Club, Lionettes (dance team), Queen's Players (drama club), Sports (volleyball, soccer, basketball, cross country, tennis, swimming, softball, track and golf), Cheerleading, Student Newspaper, Students for a Better Ursuline, Yearbook, Ursu-on-line (web team), Dead Poets, Choir, National Art Honor Society, Peer Ministry, Students for Life, and NOLA Strays.

National Honor Society

The National Honor Society (NHS) is a national organization with local chapters that selects members based on specific criteria. This honor, recognized throughout the nation, is both the public recognition of accomplishment and the private commitment to continued excellence in NHS's Four Pillars of scholarship, leadership, service, and character. Selection to NHS is a privilege, not a right. Membership is not automatically granted simply because a student has achieved a specified level of academic performance. The objective criteria for NHS membership at Ursuline Academy has been determined by the Faculty Council and the Administration and is included with each application form. **The Faculty Council will identify the students who demonstrate outstanding performance in all four areas of scholarship, leadership, service, and character.**

National Honor Society Criteria 2009 – 2010 Academic Year

Pillar One: Leadership

Measurable Criteria:

1. All applicants must hold at least one major elected and/or appointed leadership position such as
 - a. team captain
 - b. elected office in Student Council
 - c. elected office in club.

OR

2. All applicants must hold at least three minor leadership positions.
 - a. A NHS member must have active involvement in at least three clubs, committees, or school-related activities during each school year. The applicant must provide documentation from each moderator of *active* involvement.

Pillar Two: Service

Measurable Criteria:

1. For members of the Class of 2010, all service hours for the previous school year must be finished. For the Class of 2011 and all classes that follow, students must serve an additional ten (10) hours per year above the required amount of service hours to be eligible for membership in NHS.

Pillar Three: Character

Measurable Criteria:

1. An applicant must obtain five recommendations from current Ursuline Academy faculty members.
2. An applicant must write an essay of no less than two hundred and fifty words explaining why the applicant should be considered for membership in NHS.
3. An applicant may not receive any suspensions during the previous and current academic years.
4. An applicant cannot violate the Ursuline Academy Honesty and Integrity Policy during the previous or current academic year.

5. An applicant must agree that she will resign if Criterion 3 or 4 is violated while student is a member of NHS.

Pillar Four: Scholarship

Measurable Criteria:

1. A member must maintenance a minimum grade point average of 3.500 for every semester.
2. A member may not receive any grades of "D" or "F." Applicants may not have any "D"s or "F"s on past year's report card. If a NHS member receives a grade of "D" or "F" during the course of her membership, that student will be placed on probation and will resign if the semester grade remains below a "C."

Class Activities

Each of the five grade levels (8-12) is led by five elected class officers and several faculty class sponsors. The officers and sponsors are responsible for organizing and coordinating the efforts of class members in the execution of the activities of the class. All members of a class are encouraged to participate enthusiastically in the activities of their class. Throughout the school year, class meetings are scheduled during the school day.

Permission must be obtained from the principal for activities sponsored by the school, whether they are held on school grounds or elsewhere. Students should consult their class sponsors before initiating any action with regard to a class activity. Directives of sponsors must be followed in the planning and execution of class activities.

The traditional activities of each class are:

Seniors:

Ring Mass and Ceremony
Rally Night
One-Act Play Competition
Graduation Mass and Ceremony
Junior/Senior Prom

Juniors:

Junior Pin Ceremony
Rally Night
One-Act Play Competition
Junior/Senior Prom

Sophomores:

Serviam Pin Ceremony
Rally Night
One-Act Play Competition
Father-Daughter Dance

Freshman:

Ring Day for seniors
Rally Night
One-Act Play Competition
Senior Graduation Reception

8th Graders:

New Student Induction and Pin Ceremony
Rally Night
One-Act Play Competition