



Trinity Catholic College Enrolment Scheme

Procedure for Determining Priority of Enrolment

Trinity Catholic College is a co-educational state integrated Catholic college providing Catholic education for Year 7 to Year 13 students. The College operates under the Education and Training Act 2020 and the Trinity Catholic College Integration Agreement. The local geographical area is defined as the Otago area surrounding and including Dunedin.

Maximum Roll

The school's roll will be managed within the maximum roll prescribed in the school's Integration Agreement (currently 900 students). The Board may make provision for likely population movements in the general area served by the school that occur during the school year or after the end of the pre-enrolment period. As a Catholic State Integrated College, priority enrolment will be provided for preference students as defined on preference forms and as determined by parish priests on behalf of the Proprietor.

Designated Contributing Catholic Primary Schools

Contributing Primary Schools: Sacred Heart School (NEV), St Joseph's Cathedral School (Dunedin), St Mary's School (Dunedin), St Francis Xavier School (Mornington), St Bernadette's School (Forbury), St Brigid's School (Tainui), St Peter Chanel School (Green Island)

Contributing Full Primary School: St Mary's School (Mosgiel)

Priority of Enrolment

Preference applicants holding a valid Preference Certificate issued by a Parish Priest will be given absolute priority over all non-preference applicants.

If there are more applicants than there are places available, by the publicly notified closing date, places will be allocated in the following order of priority.

Preference Applicants

Priority 1 (Primary Catholic Pathway): Preference applicants residing within the local geographical area who are currently enrolled in designated Catholic contributing schools.

Priority 2 (Whānau & School Affiliations): Preference applicants residing within the local geographical area who meet one of the following criteria (ordered by sub-priority):

- a. Siblings of current students
- b. Siblings of former students
- c. Children of past students (alumni)
- d. Children of permanent college staff



Priority 3 (Local State Primary Applicants): Preference applicants residing within the local geographical area who are currently attending state or non-Catholic schools.

Priority 4 (Regional/Out-of-Zone Preference): Preference applicants transferring from Catholic schools outside the region.

Priority 5 (Regional/Out-of-Zone Preference): Preference applicants transferring from state or non-Catholic schools outside the region.

Non-Preference Applicants

Non-Preference enrolments are strictly capped at 5% of the total school roll as specified in the Trinity Catholic College Integration Agreement. Places will only be offered after the publicly notified closing date if capacity remains after accommodating all eligible Preference applicants.

Waiting List Procedure

If applicants exceed places available in any category, a waiting list will be ranked in date order of receipt of the application arriving in the school. Students on the waiting list may be offered a place at a later date if they become available. At the end of the calendar year, the list is removed and people apply to be reinstated on the waiting list for the following year.

The principal reserves the right to balance year level numbers when considering the total enrolment number, to ensure adequate staff resourcing available for student needs.

Review: This procedure will be reviewed triennially

Procedure Reviewed: September 2026

Related Resources:

Enrolment Policy (Trinity Catholic College SchoolDocs)

Private Schools Conditional Integration Act 1975