

We make every effort to have complete and accurate information in our school database. Please let the Registrar know as soon as possible if you see a discrepancy with your students information.

- Registration for Enrollment** – Make changes to the front and **completely fill the back** – we use this document for distribution to teachers and administrative personnel in case of emergencies.
- Medical Consent & Information**
- Statement of Faith** – On the back, student signs the Student Statement of Christian Commitment, parents sign both the Parent Statement of Commitment and the Parent Cooperation Covenant.
- Financial Policy & Contract Agreement 2011/2012** – Initial each line, circle applicable fees and sign at the bottom of back page.
- Facts Automatic Tuition Payment Confirmation** – Only if you will be paying monthly by EFT – After registering with Facts you will need to print out the confirmation and return it to the Finance Office.
 - Extended Childcare Application** – Preschool-8th Grade – please complete for monthly discount use.
- Publicity Consent Form**
- Immunization Records** – See enclosed handout for specific requirements by age. Please note that all out-of-state entrants are required to have the varicella vaccine or proof of immunity.
- Birth Certificate** – Must be an official birth certificate or copy, not a hospital or baptismal record.- **NEW Enrollment Only**
- Request for Records** from previous school – **NEW Enrollment Only**.
- Church Reference Form** – (K–12th)New Students: Before admission is granted, please give this form to your pastor, youth pastor, Sunday school teacher, or authorized church personnel so they can complete and return it directly to us. **Returning Students in Grades K, 7 and 9: Please take form to be completed and return to us ASAP.**
- Payment for Fees & Tuition** – The specific amount you owe will be calculated at the time you turn in your paperwork, and you will be given an invoice to keep for your records. Tuition must be paid by check or cash only.
 - Passive Fundraising Worksheet** - Please fill out completely.

Additional Forms by Grade

Preschool & Pre-Kindergarten:

- Pre-Interview Questionnaires
Child cannot be registered w/o meeting Director first.
- Child’s Preadmission Health History-Parent’s Report
- Preschool Student Profile
- Physician’s Report - (to be signed by child’s doctor – please be sure TB screening section is complete)
- Parents’ Rights
- Personal Rights

Kindergarten:

- Report of Health Examination
- Church Reference Form

1st Grade:

- Report of Health Examination

7th Grade:

- Church Reference Form

9th Grade:

- Church Reference Form

9th-12th Grade:

- Off-Campus Lunch Permission Slip