School Year: 2018-2019

Faith Christian Academy New Student Enrollment Checklist

The following forms must be complete and submitted to the school office in order for your student to be enrolled at FCA. We are not able to guarantee space until your student has been officially accepted and <u>all</u> forms and documentation have been completed <u>and</u> enrollment fee paid.

Student Nam	e:	Gra	ade:	Age:
Office Use Only	NEW APPLICANT ENROLLMENT			
	The following forms and documentation must be submitted complete together with the enrollment fee before scheduling an admission interview. Student Application Upon Receipt of Application and Fee Handbook Given Handbook Given Private School Affidavit Given Admission Interview Scheduled Parent / Guardian Agreement Form Tuition Contract General Medication Release Form Emergency, Information & Immunization Record Card Copy of Birth Certificate Copy of Immunizations / Exemption Form Most Recent Report Card/Grades (Previous Quarter / Year) \$300 Enrollment Fee – NONREFUNDABLE and must be paid IN FULL before Admission Interview is scheduled			
	The following will be given and completed during the Admission Interview Admission Interview Form Handbook Acceptance Form Parent Information Sheet Reviewed (retained for your records) Private School Affidavit Uniforms Purchased – Money Received (\$)			
Date Received:/ Received by:				
Application Review: (Office Use Only)				
	Application Incomplete:		<u>Applic</u>	cation Complete:
Parent Notified:/ Email Phone Text Initials		Date:	//	
Parent Notified:/ Email Phone Text Initials Initials:				
Parent Notifie	d:/ Email Phone Text In	nitials		