



# K-8 APPLICATION FOR ENROLLMENT

## CENTRAL CHRISTIAN ACADEMY

2900 North Rock Road

Wichita, Kansas 67226-1144

(316) 688-1161

The specified non-refundable registration fee and all required forms, birth certificate, immunization records, etc. must accompany this application. Upon receipt, the application will be reviewed and if accepted, the applicant will then be entitled to complete the enrollment screening process based on interviews and testing. Upon successful completion of the screening process, the applicant will be notified of acceptance as a student at CCA.

### FOR OFFICE USE ONLY

Registration Fee: \_\_\_\_\_ (date paid)

Interview: \_\_\_\_\_ (date)

Testing: \_\_\_\_\_ (date)

FACTS Agreement: \_\_\_\_\_ (date)

EC \_\_\_\_\_ EE \_\_\_\_\_

Registrar: \_\_\_\_\_

## STUDENT INFORMATION

Last Name:	First Name:	Middle Name:
Street: _____ City, State, Zip: _____ Phone: (    ) _____ Student's Birthdate: _____ Entry Grade at CCA: _____ Kindergarten (check one)    Half Day: <input type="checkbox"/> AM <input type="checkbox"/> PM    or <input type="checkbox"/> Full Day Church student attends: _____    Frequency of Attendance: _____ Reference: Pastor's Name _____    Phone: _____		

**BOY**

**GIRL**

*If the following program is desired, you must obtain and complete the appropriate form. B.A.S.E. (before and after school extended care)*

## PARENT INFORMATION

FATHER:	Deceased <input type="checkbox"/>	Divorced <input type="checkbox"/>
Father's Address (if different): _____		
Occupation: _____	Email: _____	
Employer: _____		
Work Phone: _____	Cell Phone: _____	
Church Name: _____	Member <input type="checkbox"/>	Attender <input type="checkbox"/>
Frequency of Attendance (check one):	<input type="checkbox"/> Weekly	<input type="checkbox"/> Monthly <input type="checkbox"/> Occasionally <input type="checkbox"/> Seldom
MOTHER:	Deceased <input type="checkbox"/>	Divorced <input type="checkbox"/>
Mother's Address (if different): _____		
Occupation: _____	Email: _____	
Employer: _____		
Work Phone: _____	Cell Phone: _____	
Church Name: _____	Member <input type="checkbox"/>	Attender <input type="checkbox"/>
Frequency of Attendance (check one):	<input type="checkbox"/> Weekly	<input type="checkbox"/> Monthly <input type="checkbox"/> Occasionally <input type="checkbox"/> Seldom
If student's parents are presently divorced, who has legal custody? (A copy of the court decree is required for the student's file) Mother <input type="checkbox"/> Father <input type="checkbox"/> Joint <input type="checkbox"/>		Correspondence: _____ Billing: _____
If parents are divorced or seperated, to whom should the correspondence and billing be sent? _____		

## MISSION STATEMENT:

*Partnering with the Christian home and the local church to educate and equip students to reach their full academic, physical and spiritual potential in Jesus Christ.*

### FAMILY INFORMATION

Explain why it is important for your child to attend CCA:

In case of emergency, list three persons other than parents, who could be contacted and authorized for pick-up:

- |                |                                |                     |
|----------------|--------------------------------|---------------------|
| 1. Name: _____ | Relationship to student: _____ | Phone: (Hm) _____   |
|                |                                | Phone: (Cell) _____ |
|                |                                | Phone: (Wk) _____   |
| 2. Name: _____ | Relationship to student: _____ | Phone: (Hm) _____   |
|                |                                | Phone: (Cell) _____ |
|                |                                | Phone: (Wk) _____   |
| 3. Name: _____ | Relationship to student: _____ | Phone: (Hm) _____   |
|                |                                | Phone: (Cell) _____ |
|                |                                | Phone: (Wk) _____   |

### STUDENT INFORMATION

Schools Attended Last Two Years:

School One:

School Two:

Describe any medical or physical restrictions:

Describe any academic restrictions:

Describe any special services received at previous schools:

Has the student ever been suspended?

Expelled?

Asked to Withdraw?

Has the student ever failed a grade or subject? If yes, please explain:

Has the student ever been in any difficulty with the civil authorities?

If yes, briefly explain:

Complete and current immunization records, and copy of birth certificate are required for submittal of the application. A dental card and physical examination card are required prior to entry to school, as well as periodic updates as required by state law and Academy policy.

## GOD'S DESIRE FOR FAMILIES:

*"Oh, that their hearts would be inclined to fear me and keep all my commands always, so that it might go well with them and their children forever." Deuteronomy 5:29*

### SPIRITUAL INFORMATION

**FATHER:** Briefly describe how you received Jesus Christ into your life - how you became a Christian:

**FATHER:** Briefly describe your family's spiritual focus:

**MOTHER:** Briefly describe how you received Jesus Christ into your life - how you became a Christian:

**MOTHER:** Describe at least one character strength and one weakness of your child:

Students going into grades 6<sup>th</sup>/7<sup>th</sup>/8<sup>th</sup> must write their own statement of faith and tell why they wish to attend Central Christian Academy. The statement is to be in the student's own handwriting and be attached separately.

Admission to Central Christian Academy is based upon a personal interview with parents, this application, student test results, and other academic/spiritual input. The intent of the interview is to examine spiritual/academic areas and to establish a clear understanding of how the parents, student, and school work together in the training and learning process. It is essential that every family understand and clearly support the Academy's philosophy, the biblical standards of the school, and the spiritual accountability of parents. For the student to be accepted, the home must be Christ centered. All parents in the home must show evidence, through personal and written/verbal testimony, that they have accepted Jesus Christ as their personal Savior (this requirement supports the position of the school being an extension of the home and church) and express a desire for spiritual training/nurture to be part of the home responsibility of the parents. Membership and regular attendance in a local, Bible-believing church (whose doctrine and teachings are not in conflict with the CCA Statement of Faith) is considered an essential aspect of this spiritual training.

As a matter of integrity, we reserve the right to refuse students and their families whose academic, behavioral or spiritual condition is not compatible with our program. The Headmaster and/or his designee shall make the final determination of acceptance for all student applications.

# ADMISSION PROCEDURE AND ENROLLMENT CONTRACT

## PRIORITY ADMISSIONS: *For those listed below*

1. Children of CCA, CCAP, JNA, and CCC staff members
2. Children of families with currently enrolled CCA students
3. Children of CCC member families \*  
(Priority for enrollment will be given according to the numerical basis above prior to March 1st.)

## ENROLLMENT STEPS

- A. Submit completed application, teacher recommendation, pastor recommendation, birth certificate, and immunization records with required registration fees, along with the student's most recent report card and standardized test scores.
- B. Participate in an interview with the school's Headmaster to insure a clear understanding of the Academy's and parents' united purpose and commitment to Christian education (a home visit by a School Committee member may be scheduled at the administrator's discretion).
- C. Perform within age and grade appropriate limits on academic and developmental tests.
- D. After successful completion of the interview process, it is the responsibility of the administration to place the student at grade level or in a curriculum that will provide the greatest opportunity for success.
- E. Kindergarten students must be five years of age and first graders six years of age on or before August 31, the year they begin that grade.
- F. Students may be admitted on a probationary status at the discretion of the Headmaster. Conditions will be detailed in a letter to parents and will be in effect for a time to be determined by the Headmaster. If sufficient progress is not made, the parents may be asked to secure additional tutoring, place the student in the next lower grade, or the student will be withdrawn if no satisfactory alternative can be determined.
- G. Completion and submission of FACTS Tuition Management Agreement. **All agreements must be submitted before enrollment is confirmed.**
- H. FACTS Tuition Payment Options:
  - ◆ FULL PAYMENT: The entire amount of tuition and fees is to be paid, in cash or check, by July 1, 2012 in the Business Office or with a FACTS agreement.
  - ◆ SEMI-ANNUAL PAYMENT: The tuition payment will be divided in two payments. The first payment is due on August 5 or August 20, 2012 and the second payment is due on January 5 or January 20, 2013.
  - ◆ 10 MONTHLY FACTS PAYMENTS: Tuition is paid over a 10 month period. The 10 month payment plan begins in August and ends in May. A full monthly payment may be paid on the 5<sup>th</sup> or 20<sup>th</sup> of each month. Bi-monthly payments can also be made and are due on the 5<sup>th</sup> and 20<sup>th</sup> of each month.
  - ◆ 12 MONTHLY FACTS PAYMENTS: Tuition is paid over a 12 month period. The 12 month payment plan begins in June and ends in May. A full monthly payment may be paid on the 5<sup>th</sup> or 20<sup>th</sup> of each month. Bi-monthly payments can also be made and are due on the 5<sup>th</sup> and 20<sup>th</sup> of each month.
  - ◆ After the beginning of classes in August, if a student withdraws or is dismissed from enrollment by the school, I am financially responsible for the full payment of the balance of all remaining tuition for the academic year.

## MARCH ADMISSIONS PROCEDURE: *\*For all children not designated above in 1, 2, or 3*

Beginning the first school day in March all complete and paid applications, both waiting list and new family, will be processed by the date and time of their verified completion. Application forms for the new school year may be picked up in the Academy office at any time. All new family applications will be processed beginning the first school day in March, according to the date/time received.

*\* Graduates of the JNA or CCA Preschool programs will have priority consideration over those families not connected with Central Christian Church via membership or enrollment in JNA or CCAP, prior to March 1st.*

### (ENROLLMENT STEPS A THROUGH H ABOVE ARE TO BE FOLLOWED.)

God desires that the parents of a Christian home be the key teachers and accountable for the development of their children. All other instruction should come under this level of accountability. I desire to be a responsible parent, used of God to train and educate my children.

I desire to work with my church and school to plan for my children's spiritual and academic education. I agree to attend the Parent/Teacher Conferences, to support the Parent Teacher Fellowship organization, their meetings, and the various school functions and activities during the year.

I have read the Academy's statements of Philosophy and Purpose and am in agreement with their content. I hereby agree to accept all regulations of the Academy in the applicant's behalf and agree to authorize the Academy to employ such discipline as it seems wise and expedient for my child as spelled out in the Parent/Student Handbook. My student and I have read and agree to abide by the policies, rules and procedures of Central Christian Academy in keeping with the school's stated mission as a "partnership with the Christian home."

I hereby pledge to pay my financial obligation to the Academy on or before the due date. I further understand that I may be asked to withdraw my child if my account becomes more than two months in arrears.

As the Lord leads, I intend to: a) support, train, and teach my children in a manner pleasing to God, b) offer faithful prayer on the Academy's behalf, c) make timely tuition payments, and d) offer practical help to the Academy.

I have read the terms stated on this application and agree thereto. Failure to honor these commitments may result in my child(ren) being expelled or prohibited from re-enrolling. All statements on the form are correct to the best of my knowledge.

Parent Signature:

Parent Signature:

**BOTH SIGNATURES REQUIRED**

REFERRAL INFORMATION: *Whom may we thank for your referral?* \_\_\_\_\_