

***APPLICATION PROCEDURES AND INFORMATION***

Thank you for your interest in Christ’s Legacy Academy (CLA). It is exciting to see God’s leading and direction in our school. CLA exists as a supplement to the parents’ own teaching, enabling the parents to be more effective in *their* time with their children.

As you consider a Christian education for your children, pray for God to guide your thinking, and learn all you can about the philosophy of classical, Christian education. Read over the application carefully and fill it out completely. The decision to attend a Christian school should be made only after weighing all of the benefits as well as the sacrifices that may be necessary.

We are praying God will send families to CLA who desire Christian education for their children.

CLA is not associated with specific church or denomination. No one is denied admission on the basis of gender, race, color, or national origin.

**INTRODUCTION**

We appreciate your concern for your child(ren)’s education and your interest in our school. The following information provides a step-by-step procedure for you to follow in making application to the school.

Acceptance to CLA is based upon the premise that the parents are committed to serving the Lord Jesus Christ to the principles of Christian education. Therefore, the Admission Committee has the responsibility to screen applicants relative to such commitments. Consistent with commitment to Christ as Lord and Savior are such evidences as: (1) parent(s) who are believers in Christ and who have personally accepted Him as Lord; (2) parent(s) being active members of a church body; and (3) parent(s) endeavoring to maintain a Christian home where Biblical principles are nurtured.

**Application Procedures $250 fee**

**Step 1** *Application Forms*: Complete the enclosed form. The application must be signed

before it can be processed. **Be sure to include the $250 (non-refundable) application fee. This step must be completed before moving to additional steps.**

**Step 2** *Assessment Test:*  Testing for all incoming students in grades K-10 is required

 before admission. If there is an opening available, you will be contacted to

 schedule the assessment test.

*Interview*: If there is an opening available, the Admissions Committee will

 meet with you to discuss the particulars of your completed application and

 give you and opportunity to ask questions.

 **Participation by both parents is required**.

**Step 3** *Notification of Acceptance:* After all of the above steps have been completed,

 the Admissions Committee will review and rule on the application. Notification

 of acceptance will be sent by mail. All students are considered to be on

 probation for their first nine weeks at CLA. Excessive behavior problems or

 extremely poor academic performance may result in dismissal or

 recommendation to a lower grade level.

 *High School Applicants*: One factor that will be considered when determining

 whether a student will be accepted into a high school program at CLA is

 whether or not that student’s existing HS credits, as outlined on their official

 up to date HS transcript, is compatible with CLA’s graduation requirements and

 course offerings.

 **Please note the following:**

 *Records:* All required records must be submitted to the school office before the

 student is allowed to attend class. This should include birth certificate,

 immunization, and medical plan if applicable.

 *Applicant Pool:* In the event there is not an opening available, names are placed

 in an applicant pool in the date order that they are received and kept for a one

 year period. Re-application would then be required.

**APPLICATION FOR ADMISSION**

**I. Student & Family Information**

**Student applying For Admission (may make copies for additional siblings):**

Full Legal Name Date of Birth Gender Grade Entering

SS# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Parent / Guardian Information:**

Name: Mr.

Last First MI

Home Address:

 Street

 City State Zip

Telephone:

 Home Cellular

Preferred e-mail address:

Name: Mrs.

 Last First MI

Home Address (if different from above):

 Street

 City State Zip

Telephone: Home Cellular

Preferred e-mail address:

Place of Business, Father (Guardian):

Company: Occupation:

Address: \_\_\_\_\_\_\_

 Street City State Zip

Place of Business, Mother (Guardian):

Company: Occupation:

Address: Street City State Zip

Primary Guardian (if different from above) \_\_\_\_\_\_\_

Siblings or others in household not applying to Christ’s Legacy Academy (use additional paper if necessary):

Name

Name

Name

Family’s Church:

Pastor: Phone:

Emergency Contact Information: (other than parents)

 Home Phone Work Phone Cell Phone

**Student Information:**

Please list the school(s) your child has attended over the last three years. Please include full address of the school. If more space is needed, please provide the information on a separate sheet of paper.

Child School Name, Address, & Phone Grade

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ­

**II. Admission Requirements:**

1. Both parents should have a clear understanding of the Biblical philosophy and functioning of Christ’s Legacy Academy. Both parents must read the Statement of Faith (as above) and accept that it constitutes the doctrinal beliefs of the school and agree to have their children taught in accordance with the Statement of Faith. Parents must also sign the Parent Partnership Agreement, BOTH parents must complete Parent / Guardian Testimony in Section IV below.

2. Each family is required to have their pastor submit a reference (see attached pastor’s referral form).

3. Parents must understand the school’s commitment to parental responsibility for their child’s education and discipline. Christ’s Legacy Academyexists to assist parents in the task of educating their children*, not* to take over responsibility for the education of their children. Parents must be actively engaged in the education and discipline of their children.

4. Copies of standardized achievement test scores and transcripts for each student that is applying must be submitted with the Application for Admission. As part of the application process and evaluation, Christ’s Legacy Academy will also examine the student’s records and transcripts from previous schools attended.

5. Parents must be committed to fully cooperating with the policies of the Christ’s Legacy Academy

 School Board

6. All required documents and fees must be turned in to the office prior to the first day of school.

**III. Parent /Guardian Testimony:**

Please answer the following questions in your own words. Each parent must answer these questions on a separate sheet of paper.

1. According to the Bible, who is a Christian?

2. According to the Bible, how does one become a Christian?

3. When and how did you become a Christian?

4. Describe how your relationship with Christ is manifested in your life.

**IV. References:**

Please list two references:

Spiritual– About your family

Name: Phone:

Home Address: Street City State Zip

E-mail address:

Friend – About your family - Person who has known your family for a number of years and is not a relative.

Name: Phone:

Home Address: Street City State Zip

E-mail address: