



Admissions Checklist

Applications for the 2011-2012 school year will be accepted beginning March 1, 2011. From February through March, we will interview and admit siblings of Grace Academy students, as well as alumni children. Prospective families may apply from March 1st through August. During this time, we will schedule interviews and tours of our facility. To begin the admissions process, the following items must be submitted to the office:

- **APPLICATION FOR ADMISSION:** Please fill out the entire application. Students with incomplete applications cannot be considered for admission.
- **APPLICATION FEE:** A non-refundable \$50.00 must be included with the application.
- **REGISTRATION DEPOSIT:** A non-refundable deposit, as specified on the Tuition Fee Schedule, is required after your child is accepted and you decide to enroll.
- **REPORT CARDS/TRANSCRIPTS:** Send two copies of the applicant's report cards: one from the most recent grading period and one from the last complete school year. If necessary, these can be brought to the interview.
- **STANDARDIZED TEST SCORES:** Send a copy of the most recent standardized test scores. If necessary, these can be brought to the interview.
- **PASTOR'S EVALUATION:** Please deliver the evaluation form and the appropriate envelope to the applicant's pastor. A pastor's evaluation of the applicant is required. This evaluation should be completed by a pastor familiar with the applicant's character. The pastor can be a head pastor, an assistant pastor, a youth pastor, or a Sunday school teacher familiar with the applicant. This must be received in the office before an interview can be scheduled.
- **REFERENCE FORMS:** Please deliver the reference forms and the corresponding envelopes to individuals familiar with the applicant's character. These must be received in the office before an interview can be scheduled.

After completing the application, mail it along with the application fee in the envelope provided. When the evaluations and references are received, you will be contacted to schedule an interview. The presence of one parent and the student is required for the interview. Since class sizes are limited, and in some cases competitive, early application is highly recommended.