

**2017-2018**

## **New Student Admissions Application**

### **Checklist**

**Please complete and return the following application forms:**

- Student Application Form**
- Family/Legal Guardian Information Form**
- Family Testimony**
- Commitment and Expectations Form**
- Pastoral Reference Form (Returned to the office by your pastor)**

**In addition to your completed admissions application, please also provide the following:**

- Application Fee**
- Official Birth Certificate Copy**
- Custody/Guardianship Papers**
- Official Immunization Record**
- 3 years of Report Card history/Transcript**
- OGT Scores (if applicable)**

## New Student Financial Fact Sheet 2017-2018

### New Student Fees:

- \$25 Application Fee (due with Application Packet) – non-refundable
- \$155 Enrollment Fee (due with Enrollment Packet) – non-refundable

### Activities Fee: Due on or before July 1st

- \$100 Activity per student TK – 6<sup>th</sup>
- \$110 per student 7<sup>th</sup> & 8<sup>th</sup>
- \$120 per student 9<sup>th</sup> - 12<sup>th</sup>

### Instructional Technology & Curriculum Fee: Due on or before July 1st

- \$150 per student TK – 12<sup>th</sup>

### Athletic Fee:

- Athletics fees may vary per sport and are charged per student, per sport.

### Tuition:

- TK-6<sup>th</sup> Grade: \$6,189
- 7<sup>th</sup> – 8<sup>th</sup> Grade: \$6,481
- 9<sup>th</sup> – 12<sup>th</sup> Grade: \$7,204

### Payment Options

- Tuition Payments in full should be postmarked on or before July 1<sup>st</sup>
- Semi-annual payment should be postmarked on or before July 1<sup>st</sup> and Jan 1<sup>st</sup>
- Credit card payments of any kind will incur a 3% fee
- *Please see the "Financial Commitment Form" for all payment option details.*

### Multi Student Discount

Oldest student – Full Tuition  
Second oldest student - 5% discount  
Third oldest student – 15% discount  
Fourth oldest student – 20% discount

\*The total discount will be divided equally amongst all children's tuition

**All families are eligible to apply for financial assistance**

### Early Withdrawal Fee:

- \$250 per family after July 1st

### Homeschool:

- Core Curriculum Class
  - Tuition will be prorated on the number of classes the student is enrolled in. If taking one class, tuition will be 1/7 of the total tuition.
- Flexible Schedule Class (to participate in sports, a student must be enrolled in one of the Flex Schedule classes by the first day of school)
  - Application Fee - \$25
  - Enrollment Fee – Waived
  - Course Fee \$235 for the year
  - For a complete list of course offerings, please visit our website under the academic tab.



<b>For Office Use Only</b>			
Date Received _____	Received By: _____		
Amount Paid _____	Ck# _____	CC _____	Cash _____
EdChoice _____	LI _____	EC Exp _____	
Financial Aid _____	Home School _____	Flex _____	

## 2017-2018 Application New Student Information

\*Please note – we need this page completed for each student in the family

_____ FULL-TIME	_____ HOMESCHOOL	_____ FLEXIBLE SCHEDULE (athletic)		
Student's Legal Name _____		DOB _____		
Address _____		City _____ State _____ Zip _____		
Contact # _____	SS# _____	Gender _____		
<b>Ethnicity</b>	<input type="checkbox"/> African American	<input type="checkbox"/> American Indian/Alaska Native	<input type="checkbox"/> Caucasian	Other:
<input type="checkbox"/> Asian	<input type="checkbox"/> Multiracial	<input type="checkbox"/> Native Hawaiian/Pacific Islander	<input type="checkbox"/> Hispanic/Latino	
Grade Entering _____	Local Public School District _____	Building _____		
<b>Last School Attended:</b>				
<b>Name of School</b>	<b>Dates Attended</b>	<b>Grades</b>	<b>City</b>	
Has your child ever been retained? <input type="checkbox"/> YES <input type="checkbox"/> NO				
If yes, please explain: _____				
Has your child ever been: <input type="checkbox"/> Suspended <input type="checkbox"/> Expelled <input type="checkbox"/> Asked to withdraw				
Please explain _____				
Is your child leaving his/her previous school on good terms? <input type="checkbox"/> YES <input type="checkbox"/> NO				
If no, please explain: _____				
<input type="checkbox"/> My student has a current <b>IEP/ 504 Plan / MEP</b>				
If yes, the focus of the plan is: _____				



### FAMILY/LEGAL GUARDIAN INFORMATION

Mother or Legal Guardian:

Name \_\_\_\_\_

Relationship to student \_\_\_\_\_

Address \_\_\_\_\_

Employer \_\_\_\_\_

Position \_\_\_\_\_

Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

**\*ECA uses email as our main source of communication with families.**

Marital Status:

\_\_\_ Married \_\_\_ Separated \_\_\_ Divorced \_\_\_ Single

Spouse's Name \_\_\_\_\_

Father or Legal Guardian:

Name \_\_\_\_\_

Relationship to student \_\_\_\_\_

Address \_\_\_\_\_

Employer \_\_\_\_\_

Position \_\_\_\_\_

Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email \_\_\_\_\_

**\*ECA uses email as our main source of communication with families.**

Marital Status:

\_\_\_ Married \_\_\_ Separated \_\_\_ Divorced \_\_\_ Single

Spouse's Name \_\_\_\_\_

Church of Attendance: \_\_\_\_\_

*It is our expectation that all families attend a Bible-believing church*

Financial Assistance: Do you intend to file for financial aid \_\_\_ Yes \_\_\_ No (Given on a first come first serve basis)  
Are you applying for the Ohio EdChoice or Jon Peterson Scholarship? \_\_\_ Yes \_\_\_ No (Please be aware of deadlines)

\_\_\_\_\_  
**Mother/Guardian Signature**

\_\_\_\_\_  
**Father/Guardian Signature**

**Non-custodial parent information:**

Name \_\_\_\_\_

Relationship To Student \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Does non-residential/non-custodial parent have visitation rights? \_\_\_ Yes \_\_\_ No (If no, please provide legal documentation)

Is the non-custodial parent interested in receiving school information? \_\_\_ Yes \_\_\_ No



**FAMILY TESTIMONY STATEMENT**

- 1. Family Name: \_\_\_\_\_
- 2. Church Name and address: \_\_\_\_\_  
\_\_\_\_\_
- 3. Pastor: \_\_\_\_\_ Phone: \_\_\_\_\_

Which immediate adult family member has accepted Jesus Christ as Lord and Savior \_\_\_\_\_

*Please answer the following questions:*

According to the Bible, how does one become a Christian? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please describe you and your families' church involvement. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What do you expect to see in your child by attending ECA (Academically, Socially, Emotionally, Spiritually...)?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## Commitment and Expectations of Emmanuel Christian Academy Students and Families:

- Our personal acceptance of and commitment to Jesus Christ as Savior and Lord.
- Church Attendance: Our commitment to participate in the Christian education of our son or daughter with regular attendance at a Bible-believing church as a family and by exemplifying Christian principles of life in our home.
- Our agreement to the Statement of Faith and Mission Statement of Emmanuel Christian Academy.
- ECA Policies: Our commitment to the policies of Emmanuel Christian Academy. Our commitment to agree with any policy implementation. If we disagree with any policy established or implemented by the school, we will not complain to another party. In the spirit of meekness and unity, we will register our concerns with the teacher or principal involved (Matthew 18:15-17).
- Giving: Our commitment to give to Emmanuel Christian Academy beyond our tuition as God leads and enables. To volunteer a minimum of twenty (20) hours per year for your family.
- Cooperation: Our commitment to pledge our fullest cooperation to keep doctrinal controversy and denominationalism out of the school at all times (Romans 13:8-10; I Corinthians 12:12-14, 13:1-3; Galatians 5:13-15, 25, 26; Ephesians 4:1-7).
- Dress Code: Our commitment to uphold the dress code as stated in the student handbook. We recognize the determination of whether our child is in compliance with the dress code is solely with the discretion of ECA and we agree to have a cooperative spirit if any dispute arises with regard to our child in uniform.
- Discipline: Our commitment to discipline is based on biblical principles. Upon acceptance at ECA, we hereby give permission for our child's teacher and/or other agents of ministry to determine and enforce classroom regulations in a manner consistent with Christian principles of discipline. We will continue to uphold the authority of the teacher and staff at ECA by recognizing their right to use disciplinary strategies they deem necessary (as approved by the Board and set forth in the student handbook) and will cooperate fully in this regard.

We state that all information provided during the application process is true. If any information is found to be false, we realize that our child's enrollment at Emmanuel Christian Academy may be terminated.

### Signature of Commitment:

\_\_\_\_\_  
Father/Guardian Signature

\_\_\_\_\_  
Mother/Guardian Signature

\_\_\_\_\_  
Date



**PASTORAL REFERENCE FORM 2017-18**

**(Senior Pastor/Youth Pastor/Sunday School Teacher)**

Dear Parents, please complete the top section of this form for each student and give it to your pastor for comments and signature.

Family Name: \_\_\_\_\_ Student Name \_\_\_\_\_

Church Name and address: \_\_\_\_\_

Pastor: \_\_\_\_\_ Phone: \_\_\_\_\_

I authorize my church to release any information to Emmanuel Christian Academy.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Dear Pastor, The above family has applied to Emmanuel Christian Academy. We would appreciate your assistance in evaluating the spiritual commitment of this family and whether Emmanuel Christian Academy’s program is appropriate for their needs. Emmanuel Christian Academy is a Christ-centered learning community that exists to educate students of Christian families and prepare them for God’s calling. To be successful in our mission, we are seeking an active partnership with our local church community. ***Please complete this section and return this form to the ECA school office. This student’s application cannot be processed until this form is received.***

- Does the family above attend church regularly? \_\_\_\_\_ Yes \_\_\_\_\_ No
- Based on your personal knowledge of this family, and your understanding of Emmanuel’s mission to “educate students of Christian families and prepare them for God’s calling”, would you recommend their enrollment? \_\_\_\_\_ Yes \_\_\_\_\_ No

Comments \_\_\_\_\_

**Spiritual Development**

**(Please check one as appropriate to the child’s age (for 3<sup>rd</sup> grade and up)**

	Consistently	Usually	Sometimes	Seldom	Not Applicable
Demonstrates a personal relationship with God					
Demonstrates an eagerness to learn about God and Biblical concepts					
Seeks to apply Biblical standards to their life					
Willingly memorizes Bible verses					
Participates in class or group discussions					
Takes a leadership role in youth activities					
Parental support is evident					
Attends church and youth activities					

**OVER**



**Circle the words that best describe this applicant:**

Aggressive	Honest	Immature	Disobedient	Self-disciplined
Mature	Oppositional	Vivacious	Manipulative	Conscientious
Over-protected	Social	Cheerful	Self-centered	Follower
Shy	Confident	Irritable	Easily discouraged	Perfectionist
Helpful	Witty	Responsible	Motivated	On-time
Anxious	Articulate	Well-liked	Organized	Late

If you have additional information that will be helpful to the ECA Admissions Committee in evaluating this candidate's application, please comment.

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Signature: \_\_\_\_\_ Church Staff Title: \_\_\_\_\_

**Please return by email (PDF), fax or hard copy in the mail to:**

Emmanuel Christian Academy | 2177 Emmanuel Way | Springfield, Ohio 45502  
Fax: 937-390-0966 | [klisle@ecaoh.com](mailto:klisle@ecaoh.com)

**Thank you for taking the time to help ECA's Admissions team get to know our applicants a little better!  
If you have any questions or concerns, please contact Jon Froelich at 937-390-3777 or [jfroelich@ecaoh.com](mailto:jfroelich@ecaoh.com)**