



Enrollment Checklist

New Student
2023-2024

Please return the following items to secure your child's place for the 2023-2024 school year.

- Enrollment Application
- Immunization Record (all shots must be up to date before a student may attend class)
- Copy of Birth Certificate
- New Student Terms of Probation
- Enrollment Fee - see included brochure for grade specific fees. Enrollment fees are non-refundable and non-transferable.
- Completed Online Tuition Payment Plan Enrollment*

*Once the first five items have been returned, the CCA office will provide instructions on how to set up a CCA Family Portal and complete the online tuition payment plan. This is the last step in completing your child's enrollment.



Central Christian Academy

Enrollment Application – New Student
2023-2024

Please complete the application below and return with your child's enrollment fee to secure their spot for the 2023-2024 year.

GRADE

- PreK3 – T/W/Th – Half
- PreK3 – T/W/Th – Full
- PreK3 – 5 day – Half
- PreK3 – 5 day – Full
- PreK4 – Half
- PreK4 – Full
- Kindergarten – Half
- Kindergarten – Full
- 1st Grade
- 2nd Grade
- 3rd Grade
- 4th Grade
- 5th Grade
- 6th Grade
- Early Care
- Extended Care

STUDENT

Name: _____

Date of Birth: _____ Gender: Female Male

Home Address: _____

Student's Primary Residence: Both Parents Mother Father Other: _____

MOTHER

Mother's Name: _____ Mother's Cell Phone: _____

Mother's Address: (if different from student's): _____

Mother's Employer: _____ Mother's Work Phone: _____

Mother's Email: _____

FATHER

Father's Name: _____ Father's Cell Phone: _____

Father's Address: (if different from student's): _____

Father's Employer: _____ Father's Work Phone: _____

Father's Email: _____

GUARDIAN

Guardian's Name: _____ Guardian's Cell Phone: _____

Guardian's Address: (if different from student's): _____

Guardian's Employer: _____ Guardian's Work Phone: _____

Guardian's Email: _____

Are you actively attending a local church? Yes No Church: _____

In case of emergency, illness or accident, the student will be given first aid and the parents / guardian will be notified. If the parents/guardian cannot be reached, the emergency contact will be notified. If the parents / guardian or emergency contact cannot be notified, the child will be taken to the nearest emergency room.

Health Insurance Company: _____ Policy Number: _____

Family Doctor: _____ Phone: _____

List any special needs or health concerns your child might have (allergies, illnesses, long term medication, etc):

Please complete the Emergency Contact and Authorized Pick Up lists below. Only the individuals below will be allowed to pick up your child from school. A picture ID will be needed to verify the person's identity.

Emergency Contacts

Emergency Contact #1: _____ Cell Phone: _____

Relationship: _____

Emergency Contact #2: _____ Cell Phone: _____

Relationship: _____

Authorized Pick Up

Authorized Pick Up #1: _____ Cell Phone: _____

Relationship: _____

Authorized Pick Up #2: _____ Cell Phone: _____

Relationship: _____

Authorized Pick Up #3: _____ Cell Phone: _____

Relationship: _____

Authorized Pick Up #4: _____ Cell Phone: _____

Relationship: _____



New Student Terms of Probation 2023-2024

We would like to welcome you to the CCA family. We appreciate the opportunity to minister to your child and to your family. We understand that you have entrusted us with your most precious treasure, and we take that responsibility seriously. Our desire is to educate your child traditionally, with Christ being the center of all learning.

CCA acknowledges the intensity and rigor of our curriculum and program. It can be a struggle for new students as well as their parents. All new students are placed on a four-week academic and behavioral probation period. This allows time for the teachers to determine and make a lengthy assessment about whether your child is able to keep up and make progress with our program, or perhaps should be placed in a different grade. The probation period also allows you to determine if CCA is the appropriate fit for your child. At the end of the four-week probation period, a decision will be made regarding your child's permanent placement at CCA for the 2023-2024 school year.

Our hope is to see your child succeed and enjoy his/her time at CCA. We look forward to working with you in pursuing success for your child.

Behavioral Criteria

Respect for Teachers/Staff
Respect for other Students
Obeys Authority

Controls Talking
Orderly Participation
Parental Cooperation

Academic Criteria (Kindergarten and Elementary)

Shows ability to grasp academic concepts taught prior to CCA enrollment
Parental support and cooperation to help student reach goals
Exhibits strong work and study habits
Can work independently when needed
Reading on grade level

_____ is starting the _____ grade at CCA on September 5, 2023. At the end of the probation period, if there are any issues or concerns (behavioral or academic), a conference will be scheduled with the parents, teachers, and the principal to determine student placement or continued enrollment.

Parent Signature

Date