

Dayspring Christian Academy

Family Enrollment Application

2010 – 2011

Completion of the application does not guarantee acceptance.

PLEASE PRINT

Father or <input type="checkbox"/> Guardian <input type="checkbox"/> Stepfather Name	Mother or <input type="checkbox"/> Guardian <input type="checkbox"/> Stepmother Name
Home address: Street: City, State, Zip Code: -----	
Home Phone:	
Employer:	Employer:
Occupation:	Occupation:
Work Phone:	Work Phone:
Cell Phone:	Cell Phone:
Email address:	Email address:
Marital Status: <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Single <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed	
Born-again Christian? Father: YES NO Mother: YES NO	
Does your family attend church regularly together? YES NO – please explain:	
Current church attending:	
Church address:	
Pastor's Name:	Church phone number:
School District in which you currently reside:	
Will you be requesting public school bus transportation? YES NO <small>Note if you mark yes, you will be signed up with the school district you reside in</small>	

Student Name	Date of Birth	Ethnicity <small>(for census reports)</small>	Grade 10-11 school year Please indicate for DK or AK a 3 or 5 day program
	Transferring School Information School Name: Complete Address:		

Why do you desire for your child(ren) to receive a Christian education?

Father: _____

Mother: _____

Household income range, please check:

____ 0-34,999 ____ 35,000-49,999 ____ 50,000-74,999 ____ 75,000-99,999 ____ 100,000+

Has a currently enrolled family referred you to Dayspring? _____

If yes, who _____

Do you have an outstanding tuition balance at another school? ____ Yes ____ No

If yes, which school? _____

Please list the names of dependent children who will not be enrolled at Dayspring for the next school year.

Name	Age	School
_____	_____	_____
_____	_____	_____
_____	_____	_____

Non-Refundable Registration Fee: \$160.00 per student, not to exceed \$500 per family

For Office use only: _____ (up to three students)	Date Received	_____ Immunizations received (new child only)
\$ _____	Registration Fee Due	_____ Check # _____ Tuition Options

Dayspring Christian Academy Family Covenant

As a family, we covenant:

1. to support the goals, purposes, and objectives as stated in this packet to the best of our abilities.
2. to support the school through prayer.
3. to attend a Bible-believing church regularly.
4. to attempt to resolve concerns and conflicts quickly, without harboring a bitter spirit, through the appropriate channels, modeling the Matthew 18 principle.
5. to see the advancement of the school in all areas: financially, spiritually, and academically.
6. to pay all tuition and fees in a timely manner.

We acknowledge and understand that:

- we cannot re-enroll until all tuition and fees are paid in full.
- academic records and report cards will not be released unless a child's balance is paid in full.
- all registration fees are non-refundable and non-transferable.

The completed information is true and accurate to the best of my knowledge.

Father's signature _____

Mother's signature _____

(Grades 6-12 only)

Student's signature _____

Student's signature _____

Student's signature _____

Student's signature _____

* I also understand, that official documents regarding guardianship and/or custody must always be current and on file in the Admission's Office. Please initial _____

Dayspring Christian Academy Agreements

1. **Photo Agreement:** I grant permission for my child to be included in any photos the school may use for school newsletters, yearbooks, web pages, promotions, etc.

Initial - Date

2. **School Directory Agreement:** I grant permission for my child's name, address, and phone number to be included in the family directory that will be available to all current families of Dayspring Christian Academy.

Initial - Date

3. **Record requests:** I give my consent for requested records to be released from previously attend schools for my transferring student.

Initial - Date

4. **Policies and Procedures:** I am familiar with the policies and procedures of Dayspring Christian Academy and I am in agreement with its mission, both spiritually and academically. I will support the administration and the faculty in carrying out these policies.

Initial - Date

Dayspring Christian Academy

Admissions Policy

Enrollment Procedures

1. **An application for enrollment is to be completed by the parent(s) or guardian(s)** of all pupils who desire to attend Dayspring Christian Academy. Additionally, students applying for acceptance into the Upper School (grades 6-12) for the first time shall complete a student application.
2. **Upon receipt of an application for enrollment**, immunization records, and the appropriate registration fee, a personal interview will be held with both parents, single parent, or guardian(s) and the student(s) to be enrolled. This interview will be held by the Admissions Committee or Designee. Additionally, parents are required to attend an orientation.
3. **Parents will be informed of tentative approval** upon conclusion of the interview. Enrollment will be considered complete only when all of the requirements listed below have been met. A formal letter from the Headmaster will confirm final enrollment status.
4. **When entering Dayspring Christian Academy for the first time**, the following are required:
 - a. Enrollment Application
 - b. Registration Fee
 - c. Official Documentation of All Required Immunizations or Letter of Exemption
 - d. Academic Profile Questionnaire (form provided by the school)
 - e. Placement Test for all enrolling students (completed at the school)
 - f. School Readiness Test (first time kindergarten, only)
 - g. Student Application (grades 6-12, only). Provided by the school after application received.
 - h. Homeschoolers must provide most recent evaluation and achievement test scores
 - i. Parents must provide the school with the child's most recent report card, standardized achievement tests, and any specialized testing (i.e. psychological and speech testing).
5. **Only families who have completely finished the enrollment process** are eligible for tuition assistance. Upon complete enrollment (when all of the above is completed), please ask the admission's office for a form. Tuition assistance scholarships are based upon the availability of funds and need.
6. **Once a parent has received their acceptance letter from the headmaster** they are enrolled into the school.

Enrollment Requirements

1. Spiritual
 - a. At least one parent or guardian and student(s) must be active in a Bible-believing church. At least one parent or guardian must be born again (John 3:3). Additionally, students entering the high school must be born again. Exceptions to this policy will be made only by consent of the School Board and the Headmaster.
 - b. Parents and upper school students shall express their agreement with the philosophy and policies of the school.

c. Parents who wish to enroll their child(ren) in Dayspring Christian Academy shall express as their primary motive for doing so, to be that of continuing the Christian training that has begun and is continuing at home.

d. The student shall exemplify by his/her attitudes and lifestyle that he/she is committed to be conformed to the image of Christ, to be obedient to God's Word, and to exhibit a teachable spirit. This will be reflected in speech, respect for authority, reverence for the Lord, and in the fruit evident to believers around him/her.

2. Academic

a. Students entering academic kindergarten shall be admitted after successful completion of the readiness exam. Determination of the kindergarten level will be made at that time.

b. Students in the lower and upper schools shall be placed in the appropriate grade level, only after completion of the placement tests and the previous school records have been examined.

c. Students shall meet all course requirements as established by the curriculum guide.

3. Age

a. A child must be 4 years old on or before September 1 to be enrolled in the Developmental Kindergarten for that year. A DK student must be potty-trained and able to communicate in English.

b. A child must be 5 years old on or before September 1 to be enrolled in the Academic Kindergarten for that year.

c. The age of an enrolling student shall be within 2 years of the typical age of his designated class.

d. Exceptions to the above will be made by the Headmaster only when readiness scores/academic records indicate the need.

4. Placement

a. Grade placement is made by the administrative staff. Enrollment acceptance is made by the admissions committee.

b. Dayspring Christian Academy reserves the right to adjust and/or modify course selections and/or combinations of classes at each grade level based upon such factors as ability/ achievement records and enrollment in a particular class/course.

5. Parental

There are certain responsibilities expected of all parents just by virtue of their being part of the school. Without parents being involved in these basic ways, DCA would not be able to uphold its commitment to provide a quality learning environment:

1. Attend the Welcome Back Family Orientation (or a make-up session.) One parent of AK-4th graders must attend the Literacy Program Orientation

2. Attend the fall Parent-Teacher Conference.

3. Participate actively in one fundraiser and sell at all fundraisers.

4. Attend the January Towne Meeting.