

Dayspring Christian Academy

Family Enrollment Application

2012 – 2013

Completion of the application does not guarantee acceptance.

PLEASE PRINT

Father or <input type="checkbox"/> Guardian <input type="checkbox"/> Stepfather	Mother or <input type="checkbox"/> Guardian <input type="checkbox"/> Stepmother
Name	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: <input type="checkbox"/> Yes <input type="checkbox"/> No Mother: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Does your family attend church regularly together? <input type="checkbox"/> Yes <input type="checkbox"/> No If 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? <input type="checkbox"/> Yes <input type="checkbox"/> No Note: If you choose yes, you will be signed up with your school district of residence.	

Student Name	Date of Birth	Ethnicity <i>(for census reports)</i>	Grade for the '12-'13 school year Please indicate for DK or AK a three- or five-day program

If your child is transferring from another school, please tell us why:
Name and address of transferring school:

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

Father: _____

Mother: _____

Household income range; please check one:

____ 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? Yes No If yes, who? _____

Do you have an outstanding tuition balance at another school? Yes No
If yes, which school? _____

Has your child ever been suspended, expelled, or asked to withdraw from any school? Yes No
If yes, please explain on a separate sheet of paper, and include the school's contact information.

Has your child repeated a grade? Yes No Has your child taken gifted or accelerated classes? Yes No

Has an IEP been written for your child? Yes No If yes, please include a copy with your application.

Has your child received any support services in the past? Yes No If yes, please explain: _____

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: \$175.00 per student, not to exceed \$550.00 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 to...

- support the school through prayer;
- attend a Bible-believing church regularly;
- support the school's standards and disciplinary policies to the best of our ability;
- attempt to resolve concerns and conflicts quickly, without harboring a bitter spirit, through the appropriate channels, modeling the Matthew 18 principle;
- see the advancement of the school in all areas: financially, spiritually, and academically; and
- pay all tuition and fees in a timely manner.

We acknowledge and understand that...

- Dayspring will not re-enroll students 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; and
- all registration fees are non-refundable and non-transferable.

The information submitted on this form 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 Admissions 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 is 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 want to attend Dayspring Christian Academy.** Additionally, students applying for acceptance into the Upper School (grades 6-12) for the first time must 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 Upper School 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 is completed only when all of the requirements listed in item four (following) 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. Placement test for all enrolling students (completed at the school)
 - e. School Readiness Test (only for first time Academic Kindergarten students)
 - f. Student Application (grades 6-12), which is completed by the student before online application submission, or after the school receives a paper application.
 - g. Homeschoolers must provide most recent evaluation and achievement test scores
 - h. 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).
 - i. Physical examination by a physician of your choice for all students entering DK or AK, sixth grade, and eleventh grade, and all homeschooled students.
- 5. Only families who have completely finished the enrollment process are eligible for tuition assistance.** Upon completion of enrollment, contact the admissions office for tuition assistance application information. Tuition assistance scholarships are based upon the availability of funds and need.
- 6. When parents receive their acceptance letter from the headmaster, their children 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 want 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 four (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 five (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 two (2) years of the typical age of his designated class.
- d. Exceptions to the age specifications will be made by the Headmaster only when readiness scores and academic records indicate the need.

4. Placement

- a. Grade placement is made by the Academic Dean's Office. 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

By joining the Dayspring Christian Academy family, each parent accepts certain responsibilities. Without parental involvement in the following, 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).
2. Attend the Literacy Program Orientation (one parent of AK-5th graders must attend).
3. Attend the fall Parent-Teacher Conference.
4. Participate actively in one fundraiser and sell at all fundraisers.
5. Attend the January Towne Meeting.