

Instructions for Application

1. The entire application must be completed and forwarded to the school office along with a non-refundable registration fee of \$150.00 per student. This fee includes testing. If the school refuses admission, \$75.00 of this fee is refundable. Applications cannot be processed until the completed forms are received with the registration fees.

2. For each student applying, the following must be provided before enrollment:
 - A. The entire application completed in full.
 - B. Proof of age (birth certificate).
 - C. The student's most recent report card (except Kindergarten).
 - D. A current original certificate of immunization.
 - E. Proof of hospitalization insurance, including accident coverage (valid ID card or policy).
 - F. A completed Request for Student Transcripts.
 - G. Completed dental (K5, 1st, 3rd, and 7th grades) and physicals (K, 1st, 6th, and 11th grades) examinations as required by the State. Dental and Physical Forms are available in school office for doctors to complete. Completed forms need to be returned with your application.
 - H. Signature on **Statement of Parent or Guardian** form.
 - I. Students who will be driving to school must provide driver's license, registration and proof of insurance.
 - J. In the case of children who are not living with both parents, a copy of any court documentation outlining legal custody, parental rights, and educational responsibilities must be provided.

3. Each Kindergarten, Elementary and Secondary student must undergo a complete entrance test before admission. The school will notify prospective students of testing dates after applications are completed. The registration fee must be paid in full before students are tested.

4. The Principal or designated person may interview parents of applicants. The presence of both parents is required except under unusual circumstances. Parents will be contacted by the school office for an appointment.

5. Tuition contracts must be signed. Please review the Tuition Rate Schedule. First child rates apply to the highest grade-applying student. Tuition at American Christian Academy and Prep School does not include book fees, student photos, gym uniforms, yearbook, extended care, sports/club fees or graduation fees.

Statement of Faith

We at American Christian Academy and Prep School (ACAPS) are first and foremost committed to instruction and education that conforms to the Word of God. Because we are of diverse church and denomination backgrounds, it is important that we, as a body of Believers known as ACAPS, are diligent about unity, based on the truths of Scripture, in the bond of love. To that end it is important and beneficial to set forth in writing this Statement of Faith for American Christian Academy and Prep School.

Regardless of their personal beliefs, parents should be aware that the Statement of Faith guides our school in all aspects of the educational process. The basis of faith shall be the Word of God as interpreted by the following:

- A. We believe that the Bible, made up of 66 books, verbally inspired, and free from error in doctrine, fact, and ethic, i.e., inerrant, is the Word of God and the only infallible and authoritative rule of faith and practice.
- B. We believe in one Triune God, eternally existent in three co-equal persons – Father, Son, and Holy Spirit.
- C. We believe in the Deity of our Lord Jesus Christ; His virgin birth; His sinless life; His miracles; His vicarious and atoning death through His shed blood; His bodily resurrection; His ascension to the right hand of the Father; His personal and physical return in power and glory.
- D. We believe that man was created in the image of God, but that through sin, he brought upon himself and his posterity, not only physical death, but also spiritual death which is separation from God; that all human beings by physical birth possess a sinful nature and are therefore actual sinners in thought, word, and deed; and that man, as such, is condemned to hell and utterly unable to remedy his lost condition by himself or by ecclesiastical rite.
- E. We believe that the salvation of lost and sinful man is a free gift of God's grace apart from work, based solely upon Christ's vicarious and atoning death, affected by the regenerating work of the Holy Spirit, and received by trusting in Christ's finished work on the cross.
- F. We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.
- G. We believe in the resurrection of both the saved and the lost - they that are saved to the resurrection of life and they that are lost to the resurrection of damnation.

Statement of Parent/Guardian

In signing this statement, I (we) agree that:

1. I have read the Statement of Faith of the school and am willing to have my children educated in accordance with it.
2. I understand that it is my responsibility to strive diligently toward the observance of the Parent's Code, which is stated in #3-#7 below.
3. The school has full discretion in the discipline of my child in accordance with its Discipline Policy.
4. The school has full discretion for the grade placement of my child.
5. I understand that my participation is needed in lending practical help in a mutual effort to train our children.
6. I have read the "Tuition Policy" and agree to pay all tuition fees and other financial obligations to American Christian Academy and Prep School on or before the due date without a reminder and in accordance with these policies.
7. I understand that State Law (Act 195) authorizes the loan of textbooks to my children. Act 90 authorizes the loan of instructional materials. In order to comply with State regulations concerning the loan of text and instructional materials, I am requesting these textbooks and materials for my child's use while enrolled at American Christian Academy and Prep School.

SIGNED:

Father: _____

Mother: _____

Guardian: _____

Application for Admission

Student's Full Legal Name				Date of Application	
Street	City	State	Zip	Phone	
Current Grade	Grade to Enter		Has the student repeated any grades? If yes, please explain.		
Date of Birth	Sex		Student's Social Security #		
Place of Birth	Student's Age		Typical Grades Earned		
School District Student Resides In		Mode of Transportation (Please Check) <div style="text-align: right;">Bus <input type="checkbox"/> Car <input type="checkbox"/></div>			
Please list any disabilities which may affect the student's ability to function in a normal classroom environment					
Please list any subjects that the student has been tutored in					
Please list any unusual factors in the student's life (severe illness, social or physical trauma, etc.)					
<p>Has the doctor ever prescribed medication for behavioral control for this child? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Has the student ever misused or become addicted to drugs? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Has the student ever been suspended, expelled? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p style="text-align: center;"><i>If the answer to any question is "Yes" please explain</i></p>					
<p>Please consider the student's attitude and circle the appropriate number on each line – What is the student's attitude toward...</p> <p style="text-align: center;"> 1=Dislikes 5=Loves </p> <p style="text-align: center;"> 1---2---3---4---5 1---2---3---4---5 1---2---3---4---5 </p> <p style="text-align: center;"> School Teachers Discipline </p>					
What school does the student currently attend?					
What is that school's address?		City		State	Zip
Please list all school's the student has attended:	Name	City	State	Year(s) Attended	

Father (Full Name)				Occupation			
Address			City		State	Zip	
Home Phone #		Cell Phone #		Work Phone #		E-mail -Req'd for communication	
Church Affiliation: Name		Address		City		State	Zip
Mother (Full Name)				Occupation			
Address			City		State	Zip	
Home Phone #		Cell Phone #		Work Phone #		E-mail	
Church Affiliation: Name		Address		City		State	Zip
With whom does the student reside? (Please check all that apply)							
Father <input type="checkbox"/> Mother <input type="checkbox"/> Grandparents <input type="checkbox"/> Other <input type="checkbox"/> Please indicate:							
<i>The following must be filled out in it's entirety</i>							
**My child maybe released to the following in case of an emergency, early dismissal or normal pick-up:							
Contact #1: Name		Relationship		Home Phone #	Work Phone #	Cell Phone #	
Contact #2: Name		Relationship		Home Phone #	Work Phone #	Cell Phone #	
Contact #3: Name		Relationship		Home Phone #	Work Phone #	Cell Phone #	
Are there any special custodial issues we should know about?							
<input type="checkbox"/> No <input type="checkbox"/> Yes If yes, court documents <i>must</i> accompany this application							
Please share with us why you are interested in Christian Education for your child:							
How did you hear about American Christian Academy and Prep School?							
<input type="checkbox"/> Friend/Relative <input type="checkbox"/> Phone Book <input type="checkbox"/> Sign <input type="checkbox"/> Website <input type="checkbox"/> Other:							
We affirm that all statements made in this application are true and accurate to the best of our ability to discern.							
_____ Signature of Father or Guardian			_____ Signature of Mother or Guardian				
<i>For Office Use Only:</i>							
Rec'd by:		Date:	Payment: <input type="checkbox"/> Check # <input type="checkbox"/> Cash		Amount : \$	For:	
Acceptance status: <input type="checkbox"/> Admitted <input type="checkbox"/> Academic Probation <input type="checkbox"/> Repeat Grade _____ <input type="checkbox"/> Declined							
Notification of decision: <input type="checkbox"/> Letter <input type="checkbox"/> Phone Call				Date:			

Tuition and Fees 2007-2008

Annual Costs:

	K – 5th Grade	6th – 8th Grade	9th – 12th Grade
1 st Student	3860.00	4290.00	4760.00
2 nd Student	2875.00	3200.00	3570.00
3 rd Student +	2400.00	2650.00	2900.00

Payment Plan: The standard payment plan divides tuition over ten months – from August 25 to May 25. If you register before August 1, you can opt for an eleven-month plan – from July 25 to May 25. If you register before July 1st, however, you can opt for a twelve-month plan – from June 25 to May 25. The late fee is \$35.00 per child per month

Book Fee: The book fee is \$185.00 per child per year. It is due by September 1st.

Student Withdrawal: \$75.00 per child ** See Tuition Agreement

Late Fee: \$35.00 per child/monthly

Extended Care: \$110 per month per child

Club or Sport Fee: \$25.00 per sport

Registration Fees: The registration/testing fee (for a new student) is \$150.00 and is non-refundable if the student is accepted for admission. It is partially refundable only if the school refuses admission to the student. The registration fee for a returning student is \$75.00.

Graduation Fees: The graduation fee for Kindergartners is \$35.00, eighth-graders \$25.00, and twelfth-graders \$100.00. Graduation fees are due by October 1st.

ESL: \$3,000 annually (can be divided into monthly payments).

Mastery Academy Lab Fee: \$25.00 for full time students and \$10.00 for part time students per month.

Tuition Agreement

IMPORTANT: PLEASE READ BEFORE SIGNING AGREEMENT

	Student's Name	Annual Tuition 2006-2007 Please see rate schedule	Book Fee	Grade to Enter
First Child			\$185.00	
Second Child			\$185.00	
Third Child			\$185.00	
Fourth Child			\$185.00	

I elect the following payment plan:

Check One	# of Monthly Payments	Monthly Tuition	Payment Months
	12	Total Annual Tuition / 12 months	June 25-May 25
	11	Total Annual Tuition/ 11 months	July 25-May 25
	10	Total Annual Tuition/ 10 months	Aug. 25-May 25

The conditions of tuition payment include:

- (a) Payments are due on or before the twenty-fifth (25th) of each prior month.
- (b) Payments received after the twenty-fifth (25th) of the prior month will incur a late fee in the amount of \$35.00 per child.
- (c) Balances still due on the first of the month will result in the child being withdrawn from school. In order for the student to return to American Christian Academy and Prep School the balance and a \$75.00 re-registration fee must be paid.
- (d) A fee of \$75.00 will be charged if you decide to withdraw a student before the end of the school year.
- (e) A \$35.00 fee will be charged for any check returned (non-sufficient funds, stop payment, etc.) to American Christian Academy and Prep School.
- (f) Senior High Graduation Fee \$100.00. Due October 25, 2006.
- (g) Eighth Grade Graduation Fee \$25.00. Due October 25, 2006.
- (h) Kindergarten Graduation Fee \$35.00. Due October 25, 2006.
- (i) Book fee of \$185.00 per student. Due August 25, 2006 or upon registration.
- (j) English Second Language (ESL) classes are an additional \$3000.00 annually.
- (k) Each senior will receive three (3) transcripts without charge. A \$10.00 fee will be charged for each additional transcript needed.
- (l) Accounts with outstanding balances will result in collections. Any attorney and/or collection fees will be added to your account.

I have read and fully understand the meaning of this agreement. I am the natural parent and/or legal guardian for the above listed student or students.

Date: _____

Parent or Legal Guardian

Transfer of Records

To the Parents:

This form is an important part of your child's application. Please fill the contents out completely, including the school's address and return to American Christian Academy and Prep School. We are unable to complete your child's registration without this form.

PERMISSION FOR RELEASE OF INFORMATION

I hereby authorize _____
(Applicant's present school)

(Address) (City, state, zip)

To release all medical, academic and discipline records to American Christian School for the purpose of admission.

Name of Student _____

Student's Current Grade Level _____ Current Academic Year _____

To The Student's Current School:

At your earliest convenience, please send the following information to the Director of admissions at American Christian Academy and Prep School:

1. Student's official transcripts and/or report cards.
2. Student's recent standardized test scores.
3. Student's immunizations and medical records
4. Discipline, psychological, attendance or other school records relevant to admission.

Parent's Signature Date

Return to: American Christian Academy and Prep School
4150 Market Street
Aston PA 19014
Attn: School Records

Extended Care Financial Agreement

Please fill out only if your child will be attending the Extended Care Center

	Student's Name	Yearly Fee	Monthly Payment August 25 th – May 25 th
First Child		\$1100.00	\$110.00
Second Child		\$1100.00	\$110.00
Third Child		\$1100.00	\$110.00
Fourth Child		\$1100.00	\$110.00

I am/We are contracting with the First Baptist Kiddie Kampus/Extended Care Center for child care services at a monthly rate of One Hundred Dollars (\$110.00). I/We will make the monthly payment on or before the twenty-fifth (25th) of each prior month. I/We agree to pay a late fee of \$35.00 per enrolled child if I/we fail to make the payment on time. If I fail to make the payment by the 1st of the month I understand that my child will not be allowed to return to extended care. I/We acknowledge that closing for holidays, snow days, vacation, illnesses or other emergency situations does not exempt me from payments. Any attorney and/or collection fees will be added to your account.

Each year, I/we will agree to sign a new financial agreement with First Baptist Kiddie Kampus/Extended Care Center and understand that I/we cannot use the facilities without a signed agreement on file. The financial agreement may be cancelled by me/us with a written notice to First Baptist Kiddie Kampus/Extended Care Center. The First Baptist Kiddie Kampus/Extended Care Center may withdraw the agreement at any time.

I have read and fully understand the meaning of this agreement. I am the natural parent or guardian for the above listed student(s).

Mother/Guardian Signature _____ Date _____

Father/Guardian Signature _____ Date _____