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**BRICE CHRISTIAN ACADEMY**  
*Educating Mind, Body and Soul*  
**2010- 2011**



**New Student Application**

Date: \_\_\_\_\_

Student Name (legal): \_\_\_\_\_  
Last First Middle (Nickname)

Male/Female \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**Class Applying For:**

Kindergarten: (1/2 day) AM Kindergarten \_\_\_\_\_ (1/2 day) PM Kindergarten \_\_\_\_\_

(Full Day) Kindergarten \_\_\_\_\_

Elementary Grades: First Grade \_\_\_\_\_ Second Grade \_\_\_\_\_ Third Grade \_\_\_\_\_ Fourth Grade \_\_\_\_\_

Middle School Grades : Fifth Grade \_\_\_\_\_ Sixth Grade \_\_\_\_\_

Junior High Grades: Seventh Grade \_\_\_\_\_ Eighth Grade \_\_\_\_\_

**Family Information:** (Parents with custody orders must list contact information for **BOTH** parents.)

Student's parents are: \_\_\_ Married \_\_\_ Divorced \_\_\_ Separated \_\_\_ Widowed \_\_\_ Single

Student resides with: \_\_\_ Both Parents \_\_\_ Mother \_\_\_ Father \_\_\_ Stepparent \_\_\_ Guardian

Father's Name: \_\_\_\_\_ Mother's Name: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_ City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

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

Daytime Phone: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Occupation: \_\_\_\_\_ Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_ Employer: \_\_\_\_\_

*EMAIL: Please list an email address for each parent. BCA sends frequent communications through email (including lunch statements and newsletters), it is very important that we have a valid address on file.*

Father's E-mail: \_\_\_\_\_

Mother's E-Mail: \_\_\_\_\_

Brother(s) and/or Sister(s) in family: (List last name if different from student)

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Name: \_\_\_\_\_ Age: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Name: \_\_\_\_\_ Age: \_\_\_\_\_

Church your family is attending: \_\_\_\_\_ Member? \_\_\_\_\_

Student's Name: \_\_\_\_\_

**School Information:**

School District in which you reside: \_\_\_\_\_

Name and Address of most recent School: \_\_\_\_\_

Teacher Name at most recent school: \_\_\_\_\_ School Phone Number: \_\_\_\_\_

List all previous schools attended:

<u>Name of School</u>	<u>Address/Phone</u>	<u>Grade Enrolled</u>
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_____	_____	_____
_____	_____	_____
_____	_____	_____

**Misc. Information:**

Describe your child's special interests and abilities: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please comment on your reasons for desiring to enroll your child in Brice Christian Academy. Be as specific as you can, noting how you expect BCA to meet your child's needs, as well as, how you expect your child to respond to life at our school.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What responsibilities and roles do parents play in their child's education \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Has the student:

- |   |           |          |
|---|-----------|----------|
| 1. Had scholastic difficulties in school?                       | _____ Yes | _____ No |
| 2. Been retained?   | _____ Yes | _____ No |
| 3. Received tutoring, participated in LD or Special Ed. Classes | _____ Yes | _____ No |
| 4. Undergone special Academic and/or psychological testing?     | _____ Yes | _____ No |
| 5. Had Speech/Language Therapy? or Recommended?                 | _____ Yes | _____ No |
| 6. Taken medication for academic purposes?                      | _____ Yes | _____ No |
| 7. Been identified as gifted and/or talented?                   | _____ Yes | _____ No |
| 8. Been diagnosed as having a physical handicap?                | _____ Yes | _____ No |
| 9. Been diagnosed as having emotional difficulties?             | _____ Yes | _____ No |
| 10. Have an IEP? Individualized Education Plan                  | _____ Yes | _____ No |

Remarks (please explain any question answered "Yes"): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# 2010 — 2011 Financial Commitment Agreement Form

Student Name (please print) \_\_\_\_\_ Grade \_\_\_\_\_

Note: This form must be filled out for each child you are enrolling.

This commitment must be signed, dated and returned with registration.

A. I realize that by enrolling my student at Brice Christian Academy, I have made a financial commitment for the **2010-2011 school year**, with payments beginning in June 2010 and ending in May 2011.

B. I realize parents have four options for tuition payments:

**\*\*One full payment** of tuition by June 20, 2010. A 5% discount will be given with this option. The BCA offers a seven day grace period. After June 27, 2010, please add back the 5% on-time payment discount. If full payment is not received by July 15, 2010, your child will be un-enrolled from the BCA. Un-enrolled students may be reinstated by reapplying, including the repayment of the application fee and as class space allows. Note: Students who register after June 20 can still take a 5% discount when "paid in full" within 10 days of acceptance (or before the students first day of class, whichever comes first).

**\*\*Two half payments** of tuition, the first by June 20, 2010 and the second by December 20, 2010. A 5% discount will be given with this option. The Brice BCA offers a seven day grace period. After June 27, 2010/December 27, 2010, please add back the 5% on-time payment discount. If the first payment is not received by July 15, 2010 or the 2nd payment is not received by January 6, 2011, your child will be un-enrolled from the BCA. Un-enrolled students may be reinstated by reapplying, including repayment of the application fee and as class space allows. Note: Students who register after June 20 can still take a 5% discount when "paid in full" within 10 days of acceptance (or before the students first day of class, whichever comes first).

**\*\*Monthly** payments are paid by enrollment in the SMART Tuition Management program. An *annual* \$43.00 per family fee is charged by SMART Tuition Management. The fee will automatically be added to your first tuition payment made to Smart Tuition. To use this service, you are required to have your monthly tuition amount automatically debited from your checking/savings account. You may also use an American Express, Discover or Mastercard. A 2.5% convenience fee applies to all credit card payments. Smart Tuition does not accept Visa.

**\*\*Ed Choice Scholarship**—this scholarship is available to students who would be assigned to a school that is on the Ed Choice list. Applications and all required information must be returned to BCA and submitted to the Ohio Department of Education—Ed Choice Scholarship Program by April 16, 2010. Brice Christian Academy has no authority over who receives or is denied this scholarship. Those decisions are made exclusively by the Ohio Department of Education—Ed Choice Scholarship Program.

C. I realize that if I am registering after June 20th, the monthly amount due will be the full tuition amount, less any discounts, divided by months remaining through May 2011.

D. I realize that in the event I withdraw my child at any time after he/she has been accepted, the application and registration fees are nonrefundable.

E. I realize that in the event I withdraw my child prior to the first day of school, the equivalent of 3 months tuition payments are non-refundable.

F. I realize that if I withdraw my child after school has begun, but before the end of the school year, I must complete a withdrawal form at least 30 days prior to the withdrawal date. If a 30-day notice is not given prior to the withdrawal, I will be charged the equivalent of one month's tuition. Any prepaid tuition will be refunded on a pro-rated basis, less the one month's tuition.

G. I realize if my child withdraws from Brice Christian Academy, **no** records will be transferred until accounts are paid in full (including Friendship Co., Library, Lunch, etc). All outstanding balances will be turned over to a collections agency if not paid in full within 30 days of withdrawal.

H. I realize there is a \$25.00 charge for a returned check. If two incidents occur with a returned check, I will be required to submit money orders as my form of payment.

I. I realize there is a \$50.00 late charge if tuition payments are made after the due date. I realize my child will be withdrawn from Brice Christian Academy if tuition payments are more than 30 days late. I also realize that upon withdrawal from BCA if there is an outstanding balance, my account will be turned over to a collections agency.

I have carefully read and understand these policies. After prayerful consideration, our family has decided to:

\_\_\_\_\_ **Pay Tuition in Full** - 5% discount by June 20 or within 10 days of acceptance.

\_\_\_\_\_ **Pay tuition in two payments** - 5% discount if by June 20 and Dec. 20

\_\_\_\_\_ **Enroll in the SMART Tuition Management program – New & Returning Students**

Monthly payments will be automatically debited from your checking/savings account.

Application must be submitted with registration.

\_\_\_\_\_ **Renewing the Ed Choice Scholarship. Returning Students Only**

This option only for Returning Students currently approved for the 09-10 Ed Choice Scholarship. Please complete a renewal form and return with this registration.

\_\_\_\_\_ **Applying For the Ed Choice Scholarship Program. New Students Only.**

This option is only available to New Students assigned to a school that is on the Ed Choice list. An Ed Choice Scholarship application must accompany this form.

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

Revised 01/12/10

Student's Name: \_\_\_\_\_

**Please include *with* application: NO Exceptions.**

- \_\_\_ **Non-refundable Application/Assessment Fee of \$85.00**
- \_\_\_ **Financial Commitment Form**—*other side of this sheet*
- \_\_\_ **Copy of Birth Certificate**
- \_\_\_ **Copy of most recent Report Card**—*grade 1-8 applicants only*
- \_\_\_ **Completed Record Request Form**— *grade 1-8 applicants only*
- \_\_\_ **Copy of IEP's and or any accommodations/modifications the student receives.**
- \_\_\_ **Copy of any testing related to IEP's or other accommodations.**
- \_\_\_ **Current Photo of the Student**
- \_\_\_ **Parent Questionnaire**—*Kindergarten applicants only*
- \_\_\_ **Custody Papers**—*if applicable*

**ED CHOICE APPLICANTS MUST ALSO INCLUDE:**

- \_\_\_ **Completed and Signed Ed Choice Scholarship Application**
- \_\_\_ **Proof of Address** *such as a copy of most recent utility bill (previous or current month), mortgage statement or lease agreement or a recent pay stub from the parent/guardian's employer.*  
*NOTE: other documents such as driver's license or cell phone bill, are not acceptable forms of verification.*

The above information must be included in order for the Academy to accept this application. Any application received by the Academy office without all of the needed information (listed above) will be put on hold and returned to the parent. As soon as the Academy receives the application with all of the requested information, it will be processed.

I understand that my child will not be accepted if I have unpaid balances at any previous school. I further understand that the BCA may contact my child's previous school for conversation regarding their previous academic experiences.

I affirm that to the best of my knowledge, all of the information on this application is true. I understand that if this application contains false information or any information has been omitted, it could lead to the dismissal of my child from Brice Christian Academy.

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

Date: \_\_\_\_\_

*Brice Christian Academy does not discriminate on the basis of race, national or ethnic origin, color or ancestry in its admission policy of students.*

For Office Use Only: Date Received \_\_\_\_\_ Time Received \_\_\_\_\_ Initials \_\_\_\_\_

Notes: