



**ENROLLMENT APPLICATION (PLEASE PRINT)**

Date Received \_\_\_\_\_

STUDENT INFORMATION

Circle Grade to Enter: PreK-3 PreK-4 K 1 2 3 4 5 6 7

Student's Legal Name \_\_\_\_\_ Goes By \_\_\_\_\_  
(First) (Middle) (Last)

Address \_\_\_\_\_ (City) \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
(Street)

Family E-mail Address \_\_\_\_\_ Home Phone \_\_\_\_\_

Birth day \_\_\_\_/\_\_\_\_/\_\_\_\_ Age \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_

FAMILY INFORMATION

Student lives with:  Father  Stepfather  Mother  Stepmother  Guardian  Grandparent(s)  
Check Appropriate- Parents:  Married  Separated  Divorced  Share Custody  Single  
 Widower  Widow

If separated or divorced, who has legal custody? \_\_\_\_\_  
(Legal documentation may be required to support custodial conditions)

Person(s) responsible for school bills? \_\_\_\_\_

Who should receive correspondence and notices? \_\_\_\_\_  
(The school will send an extra copy of correspondence if provided with a self addressed stamped envelope.)

FATHER

MOTHER

Father's Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_  
Zip \_\_\_\_\_ Home Phone \_\_\_\_\_  
Cell \_\_\_\_\_  
Occupation \_\_\_\_\_  
Business Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_  
Zip \_\_\_\_\_ Bus. Phone \_\_\_\_\_  
Church Attending \_\_\_\_\_  
*Member  Regular attendee*

Mother's Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_  
Zip \_\_\_\_\_ Home Phone \_\_\_\_\_  
Cell \_\_\_\_\_  
Occupation \_\_\_\_\_  
Business Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_  
Zip \_\_\_\_\_ Bus. Phone \_\_\_\_\_  
Church Attending \_\_\_\_\_  
*Member  Regular attendee*

Stepmother's Name \_\_\_\_\_

Stepfather's Name \_\_\_\_\_

SIBLINGS

Name \_\_\_\_\_ Age \_\_\_\_\_ Grade \_\_\_\_\_ School \_\_\_\_\_  
Name \_\_\_\_\_ Age \_\_\_\_\_ Grade \_\_\_\_\_ School \_\_\_\_\_  
Name \_\_\_\_\_ Age \_\_\_\_\_ Grade \_\_\_\_\_ School \_\_\_\_\_

Earliest Date Application Accepted: \_\_\_\_\_

EDUCATION INFORMATION

List all schools attended beginning with Pre-Kindergarten –

School Name: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Grades Attended: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has your child ever been retained in any grade?  No  Yes If yes, please state reason(s): \_\_\_\_\_  
\_\_\_\_\_

Has your child ever been suspended or expelled?  No  Yes If yes, please state reason(s): \_\_\_\_\_  
\_\_\_\_\_

Does your child have an existing evaluation report and/or diagnostic results?  No  Yes  
If yes, please attach a copy of the evaluation report(s), and or diagnostic results to this application.  
Please describe any requirements (physical, mental, emotional) your child has that may need accommodations in an educational environment: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How did you learn about Pinewood Christian Academy? \_\_\_\_\_

In making this application, I understand and agree:

- To submit to the policies described in the PCA Parent-Student Handbook
- That any false statements within this application may result in withdrawal of acceptance
- That the Application fee is non-refundable
- That if I choose to withdraw my child after March 31<sup>st</sup>, I will be charged the enrollment fee
- To make all tuition payments when due

***As a covenantal Christian school, at least one parent/guardian in the family must be a professing Christian, trusting in Jesus Christ alone for eternal life, who is a member or regular attendee of a local church, and attends worship services regularly. The signature of your church’s pastor serves as an endorsement of this requirement.***

Professing Parent(s)/Guardian(s) Signature(s): \_\_\_\_\_

Pastor’s Signature: \_\_\_\_\_

ENROLLMENT PROCEDURE

- Fill out each student’s Enrollment Application and pay each student’s *non- refundable* application fee of \$100.00 (This is a *requirement* to hold each student’s place(s) in school).
- Arrange for applicant placement testing if appropriate and transfer of records from previous school.
- Arrange for parent interview PCA will notify you in writing with the decision regarding acceptance.
- Upon acceptance and admission to Pinewood Christian Academy the following forms will need to be furnished to the school office:
  1. Birth Certificate from Bureau of Vital Statistics
  2. School Entry Health Exam
  3. Certificate of Immunization Form
  4. Pay each student’s Enrollment Fee
  5. Sign up with FACTS Tuition Management or pay tuition in full.