

GRACE CHRISTIAN ACADEMY

ADMISSIONS & REGISTRATION PROCEDURES

Admissions Procedures (Applying for Acceptance)

Before a student is officially enrolled, the following steps must be taken:

1. Contact the school to schedule an appointment for a tour or come by and pick up an information packet.
2. When you come for your appointment to visit the school we recommend that you bring your children with you, if possible.
3. When you come for your appointment you will be encouraged to complete and submit an application form for admission. The administration will respond promptly informing you as to whether or not your application for admission has been approved. Upon confirmation of the students acceptance you may proceed to register for enrollment if you so choose.
4. Secondary students (7th – 12th grades) must be interviewed by the administration before their application for admission will be approved.

Registration Procedure for New Students

1. Complete the registration forms and submit them along with the non-refundable registration fee.
2. The following documents must be submitted to the Academy office before the student will be considered enrolled:
 - Registration Form
 - Parent / School Financial Agreement
 - Student / Parent Handbook Agreement
 - COVID-19 Waiver of Liability
 - Minor Medical & Treatment Release Form
 - Student Record Release
 - Copy of birth certificate
 - Copy of Social Security card
3. Parents and students read the handbook thoroughly (found at gcapatriots.org)
4. Parent Orientation should be attended by both parents.
5. Grade placement evaluations will take place after enrollment is complete, if needed.