



# Family Christian Academy

A Ministry of Family Church PC

## APPLICATION PROCEDURES CHECKLIST

Thank you for your interest in Family Christian Academy. We are excited at the prospect of your family joining our school.

To enroll your child, the following forms and procedures are required:

- A completed Application
- Signed *Statement of Faith* (one per family) and the *Student Testimony Form* (for students applying to grades 6-12)
- A copy of the student's Birth Certificate
- A copy of the student's most recent and previous year's Report Card
- A copy of the student's most recent Standardized Test Scores (FCAT, SAT)
- A completed *Pastor's Recommendation Form* (one per family)
- A completed *Teacher Recommendation Form* (one for each student)
- A completed *Request for Release of School Records*
- A current copy of your student's IEP, 504, or medical concerns that are educationally relevant*
- Florida Certificate of Immunization (DH #680)
- Florida Student Health Examination form (DH #3040)
- Copy of student's social security card
- \$40 Non-Refundable Application Fee*

Once all paperwork is received, an Administrator will review the records and the Admissions Coordinator will schedule an academic assessment for the student.

After the assessment, the Admissions Coordinator will conduct a family interview to determine enrollment eligibility.

Upon acceptance, parents will meet with the finance department to complete the following forms:

- FCA Enrollment Contract and \$250.00 per family enrollment fee
- FACTS Tuition enrollment form
- Any Financial Aid Forms (Step Up For Students, McKay Scholarship,)

For further information, please contact the FCA office:  
Phone (941)625-8977, Fax (941)625-1735.

*Family Christian Academy admits students of any race, color, national and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.*