



# STUDENT APPLICATION

## 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> Child

SCHOOL YEAR: \_\_\_\_\_

### OFFICE USE ONLY

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

Appl. Fee Pd: \_\_\_\_\_

Cash/Check #: \_\_\_\_\_

- Completed Application
- Financial Agreement
- Request for Records
- Parental Agreement
- Current Report Card

- Latest Standardized Testing
- 2 Letters of Recommendation
- Testing
- Interview
- Copy of Birth Certificate

- Copy of S.S. Card
- Immunization Record
- Form #3300 (Ear, Eye, Dental)
- Custody Agreement
- Divorce Decree

### Acceptance:

The application will be reviewed in its entirety when the file is complete. It is the responsibility of the applicant to ensure that all materials have been received. An incomplete file cannot be reviewed. You will be contacted to schedule testing and interview. The responsibility of the Admissions Committee is to determine if the child can be successful as a CCA student. You will be notified by mail of final acceptance.

## STUDENT INFORMATION

Student's Name: \_\_\_\_\_  
*(underline name student prefers)*

Address: \_\_\_\_\_ Home Phone #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ County: \_\_\_\_\_ Zip: \_\_\_\_\_

Birth Date: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

Grade to enter: \_\_\_\_\_ Male: \_\_\_\_\_ Female: \_\_\_\_\_ Social Security #: \_\_\_\_\_

## FAMILY INFORMATION

(Notify school office as changes occur)

Father's full legal name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_ Work Phone #: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

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

Address if different from student's: \_\_\_\_\_

Mother's full legal name: \_\_\_\_\_ Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_ Work Phone #: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

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

Address if different from student's: \_\_\_\_\_

Email addresses are required for RenWeb access

First language: \_\_\_\_\_ Language spoken at home: \_\_\_\_\_

Is at least one parent fluent in English? \_\_\_ Yes \_\_\_ No

Is the child a US citizen or have a student Visa? \_\_\_\_\_

Is the student fluent in English (verbally & written)? \_\_\_ Yes \_\_\_ No

Do you have any siblings at CCA? \_\_\_ Yes \_\_\_ No Name(s) \_\_\_\_\_

School Attended Last Year: \_\_\_\_\_

Was the student allowed to re-enroll in the previous school? \_\_\_\_\_ If no, please explain: \_\_\_\_\_

Did the student fail any classes the previous year? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

If registering mid-year, is the student currently failing any classes? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Has the student ever repeated a grade? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Has the student ever skipped a grade? \_\_\_\_\_ If yes, what grades? \_\_\_\_\_

Does the student have any learning difficulties? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Has the student ever been professionally tested for one of the following: ADD/ADHD, SLD, Language Development, Hearing, Vision, Speech or any other: \_\_\_\_\_ If yes, discuss the results and include a copy of the IEP and/or psychoeducational report: \_\_\_\_\_

Has the student ever been enrolled in a special program or special education program (ADD, LD, gifted, speech, etc.)? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Has the student ever been arrested? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Has the student ever been suspended from school? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Has the student ever been expelled from school? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Has the student had a behavioral problem? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

Student's extracurricular interest, achievements, musical instruments played: \_\_\_\_\_

Permission for child's name and/or picture to be used on our website & published material? \_\_\_ Yes \_\_\_ No

### **EMERGENCY INFORMATION**

Physician: \_\_\_\_\_ Phone#: \_\_\_\_\_

Person other than parents to notify in case of emergency:

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

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

Permission is given to school official to seek appropriate medical attention for the above named student in the event of an emergency. \_\_\_ Yes \_\_\_ No

### **SPECIAL INFORMATION**

Are there any special instructions regarding adoption, sickness, allergies, physical difficulties or other situations that the school should know? If yes, please explain. \_\_\_\_\_

Please list the names, addresses, phone numbers and relationship of people other than parents authorized to pick up your child from school: *(phone numbers must be included)*

<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>Relationship to Student</u>
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**In case of divorce, separation, etc., please provide the following information:**

Person(s) who has legal custody of child: \_\_\_\_\_

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

Home Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

**The school will provide equal access to both parents for any school reports unless there is a copy of any legal separation or divorce papers on file at CCA.**

Are there any restrictions on the non-custodial parent? \_\_\_\_\_ If yes, explain and include a copy of court papers. \_\_\_\_\_

Child lives with:  Mother  Father  Other: Name \_\_\_\_\_

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

Phone #: \_\_\_\_\_

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

## Parental Commitment / Agreement

In making the application for the registration of my child, I understand and agree that:

1. The application / testing fee is non-refundable.
2. The following factors are considered in the approval process of each application for the registration at CCA:
  - a. Achievement level as indicated by the entrance examination.
  - b. Conduct and attitude of the student(s).
  - c. Family's commitment to support the school program through complying with school policies, requirements and rules set forth by the school as now and hereafter in effect.
  - d. Student's willingness to comply with CCA entrance requirement forbidding student use of tobacco, marijuana, alcoholic beverages or any illegal drugs at school, at home or off campus.
3. I will be responsible for and punctual in making regular tuition payments for each month that the child is enrolled for a day or more. **I agree to all the financial policies described in the student handbook.**
4. The school administration has full authority in placing my child in the proper grade level.
5. The school has full discretion in the classroom discipline of my child.
6. I understand that the school reserves the right to expel any student whose parents or guardians fail to cooperate with the school administration.
7. I understand that as a part of enrollment, I am giving permission for my child to attend all school-sponsored field trips.
8. I will be responsible for my child being in full compliance with the dress code of CCA.
9. I will support the mission of CCA by participating in the Spring Festival and all fund raising efforts.
10. I will actively participate in parent/teacher meetings and/or conferences.

I have read the above Parent Agreement and agree to support the school by requiring my child to obey all school policies, requirements and rules as now and hereafter in effect. I have read the student handbook and agree to comply with the policies set forth in it.

Date: \_\_\_\_\_ Parent signature: \_\_\_\_\_

### **STUDENT AGREEMENT:** (Required only for student in grades 4<sup>th</sup> – 12<sup>th</sup>)

I understand that my attendance at CCA signifies that I pledge to agreeably abide by all policies, requirements and rules set forth by the school as now and hereafter in effect.

Date: \_\_\_\_\_ Student signature: \_\_\_\_\_

