

# HIGH POINT CHRISTIAN ACADEMY

## GENERAL APPLICATION AND ENROLLMENT GUIDELINES FOR THE 2010-2011 YEAR

- I. All applications must be accompanied by the following:
  - a. \$40 application fee (non-refundable).
  - b. Kindergarten applications should include a completed *Preschool Evaluation form*.
  - c. Grades one – twelve applications must include a copy of last year's report card, a copy of the most recent current year report card, and a copy of the most recent standardized test scores.
  - d. Grades six – twelve applications must include two *forms*. An administrator or teacher should complete the *Evaluation form*. A pastor should complete the *Pastor Recommendation form*.  
The forms must be in an envelope sealed by the Administrator/Teacher/Pastor who completed the forms. The forms may accompany the application or be mailed or Faxed to the Admissions office.
- II. A record of immunization is due by August 1, 2010, for all new students.
- III. Children entering kindergarten or first grade must have had appropriate birthdays on or before August 31. For example, a child seeking admission to the first grade must have had his 6<sup>th</sup> birthday on or before August 31 of the year admitted. Exceptions are considered only where a child has already successfully completed the grade, which he otherwise would be entering if his test scores, maturity level, and other factors (such as teacher recommendation) clearly indicate the need for an extremely rare exception. HPCA does not allow children to skip grades. The assignment of students to classes of teachers is the sole responsibility of the administration of HPCA. Children may not transfer from one class to another class because of preference for a particular teacher or classmate.
- IV. All applications for new students will be dated as they are received in the High Point Christian Academy office. The admissions office is located in the high school building on the campus of Green Street Baptist Church at 800 Phillips Avenue, High Point, NC 27262.
- V. Siblings of current HPCA students and children of members of Green Street Baptist Church will have first priority in the admissions process.
- VI. Special priority considerations will be given to students of staff and faculty of High Point Christian Academy.
- VII. Kindergarten applicants will be given a developmental test if their date of birth is later than February 1, 2005. The cost of testing is \$35.00.
- VIII. Grades one – twelve may be given a placement test if necessary. The cost of testing is \$35.00.
- IX. Every new family will be scheduled for an interview with the headmaster or principal(s).
- X. Prior to making an admission decision, transcript/grade reports are reviewed by the academy administrators to evaluate student progress and achievement in their previous school(s).
- XI. Applicants will be notified of their status by mail. If you have any questions regarding these guidelines or your child's status, please do not hesitate to call Robin Moseley in the Admissions Office at 841-8702 x 207.
- XII. At the discretion of the High Point Christian Academy School Board, exceptions may be made to the above stated policy due to extenuating circumstances. In all cases, admission of a student is contingent upon the approval of the Admissions Committee.
- XIII. At the discretion of the Headmaster, all students accepted for enrollment for the 2010-2011 school year will be assured enrollment through the twelfth grade provided that academic, behavioral and attendance standards are being met, tuition payments are current, and the Intent to Re-enroll form and registration fee are submitted at the appropriate time.