



Application Checklist

All items are needed in order to consider your student for enrollment

- _____ Application for Admission
- _____ Copy of Birth Certificate
- _____ Current Report Card & High School Transcript
- _____ Current Immunization Record
- _____ 2 Letters of Reference (One from Pastor)
- _____ Signed Cooperation Agreement
- _____ Registration Fee



BAYTOWN CHRISTIAN ACADEMY

NEW STUDENT

ADMISSION & FINANCIAL CONTRACT

PLEASE COMPLETE ALL PAGES OF THIS FORM

Application Date: _____

STUDENT INFORMATION

Student's Full Name _____ Preferred Name _____
 (please print name exactly as it should be on all permanent records) Gender _____
 Current Grade _____ School Year _____ Applying for Grade _____
 Date of Birth _____ Age _____ Social Security # _____
 Place of Birth _____ Race _____ Citizenship _____
 Student Cell Phone # _____ Student Email _____

PARENT/GUARDIAN INFORMATION

Student lives with (check all that apply):

Father Mother
 Stepfather Stepmother
 Other Other

Check all that apply:

Parents live together Joint Custody
 Parents are divorced Parents are separated
 Father has custody Mother has custody
 Father is deceased Mother is deceased

PARENTAL CONTACT INFORMATION

Please check:

Father Stepfather
 Grandfather Guardian

Please check:

Mother Stepmother
 Grandmother Guardian

Please circle: Mr. Rev. Dr.

Full Name _____

Preferred Name _____

Cell Phone _____

Email _____

Mailing Address _____

City _____ State _____ Zip _____

Employer _____

Occupation/Title _____

Work Phone _____

Please circle: Mrs. Ms. Dr.

Full Name _____

Preferred Name _____

Cell Phone _____

Email _____

Mailing Address _____

City _____ State _____ Zip _____

Employer _____

Occupation/Title _____

Work Phone _____

EMERGENCY CONTACT

OTHER THAN PARENTS

Mr./Mrs./Ms. _____ Mr./Mrs./Ms. _____
(circle one) (circle one)

Home/Cell _____ Home/Cell _____
(circle one) (circle one)

Relationship _____ Relationship _____

SIBLING INFORMATION

Name _____ Age _____ Grade _____ School Attending _____

Name _____ Age _____ Grade _____ School Attending _____

Name _____ Age _____ Grade _____ School Attending _____

Name _____ Age _____ Grade _____ School Attending _____

Name _____ Age _____ Grade _____ School Attending _____

Name _____ Age _____ Grade _____ School Attending _____

EDUCATION INFORMATION

List schools previously attended beginning with most recent:

School _____ Grade(s) _____ Phone _____

School _____ Grade(s) _____ Phone _____

School _____ Grade(s) _____ Phone _____

School _____ Grade(s) _____ Phone _____

ADDITIONAL STUDENT INFORMATION

For the following questions, please explain any "yes" responses on a separate sheet of paper.

- | | | |
|-----|----|--|
| Yes | No | To the best of your knowledge, has the student ever used any type of non/prescription/non-medicinal drugs, alcohol or tobacco? |
| Yes | No | Has the student ever been in trouble with the law? |
| Yes | No | Has the student ever been suspended, expelled or asked to withdraw from any school attended? |
| Yes | No | Has the student ever been evaluated or referred for evaluation, for learning disabilities/difficulties? |
| Yes | No | Is the student currently taking any prescribed medication or following any prescribed or recommended therapy or treatment? |
| Yes | No | Has the student ever either skipped or repeated a grade? If so, what grade? _____ |

CHURCH AFFILIATION

Church Name _____ Denomination _____

Pastor's Name _____

REFERRAL

Who or what led you to Baytown Christian Academy? _____

PARENT/GUARDIAN SIGNATURES

The answers provided in this application are true, accurate and complete as of this signature date.

Signature of Father/Guardian: _____ Date: _____

Signature of Mother/Guardian: _____ Date: _____

ADMISSIONS & FINANCIAL CONTRACT

_____(initial) I. I agree to fulfill all financial obligations throughout the school year. I agree that if I miss two (2) consecutive payments during the school year, the child for whom I am responsible can or will be automatically withdrawn from Baytown Christian Academy.

_____(initial) II. By signing the Admissions & Financial Contract, the parent/guardian shall be responsible for the entire annual contractual amount whether or not the student attends classes, voluntarily withdraws, or is expelled from school prior to the end of the academic year.

_____(initial) III. I understand that the school specifically reserves the right to hold transcripts, report cards, and not allow final exams to be administered for students until all tuition and fees are current.

_____(initial) IV. The Curriculum fee of \$500 is a mandatory fee that every student must pay. Curriculum fees are used to cover the cost of supplemental curriculum materials and textbooks. The fee does not cover the cost of all textbooks at the secondary level. This fee can be paid through monthly FACTS installments or as a one-time payment at registration.

*** I will be paying my tuition _____ in full _____ by semester _____ FACTS(monthly).

Signature of Financially Responsible Party _____ Date _____

Printed Name _____

Signature of Enrolling Parent/Guardian _____ Date _____

Printed Name _____

NOTICE OF NONDISCRIMINATORY POLICY

Baytown Christian Academy (BCA) does not discriminate on the basis of gender, race, color, nationality, or ethnic origin in the administration of our educational policies, employment practices, admission policies, athletic programs, and other school-administered programs.

PHOTO RELEASE

Baytown Christian Academy periodically uses photographs of our students for positive promotional materials in print and on our website. Please check and initial here if you wish to have your child's photographs **excluded** from any public communications, pending his/her acceptance to the school.

_____(initial)

FOR OFFICE USE: registration date _____ amount \$ _____ cc/cash/check # _____