

# Grace Classical Christian Academy

## Admissions Procedures

Grace Classical Christian Academy uses an admissions procedure that resembles the application process used in many other private schools and colleges. This procedure allows the school to accurately identify and admit students from families who have clearly expressed convictions that are similar to the school's regarding the education of children.

The selection and make-up of the school's student body is second only to staff selection in the impact it has upon the school's mission. The family-like atmosphere Grace Classical Christian Academy seeks to foster and currently enjoys is due in great measure to the similarity of biblical convictions and principles taught and lived out in many of the homes of our students. As the Lord blesses us with growth and change, we want to do all we can to maintain and build up that atmosphere.

The basic process for new applicants is as follows:

1. *January 1 through March 1 of each year:* New applications and school handbooks will be dispersed and completed applications will be collected. Date of application will be recorded, but will not necessarily be a consideration in acceptance.
2. *March 1 – May 30:* Interviews, school visits, and requisite documentation related to each new student will be evaluated. (After May 30, applications will still be accepted and reviewed according to the same selection standards, but only after the initial pool of applications has been considered.)
3. *June 1-15:* Notification of acceptance or denial will be mailed to each applicant. Accepted applicants will receive all appropriate information for preparing for school, including financial arrangements.
4. *After June 15 (or after all notifications have been mailed):* Applications will be considered as they are received and as space permits.

A student's academic achievements will be considered in the application process, but only for grade placement, not as the primary determinant for acceptance. Each new student will be given an entrance test to determine final grade placement. Again, we are seeking to enroll those students who, because of their own family's educational, behavioral, and spiritual priorities, will most benefit from what GCCA can offer them.

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## 2015-2016 Family Financial Information Sheet

### I. BASIC FINANCIAL UNDERSTANDINGS:

The following information has been compiled primarily for the benefit of those families who have had children accepted as students in Grace Classical Christian Academy. Although our preeminent task is to educate students, we need to ensure that all financial arrangements and practices are clearly understood and followed by all concerned.

A. **Registration/Re-Enrollment** – These are annual payments of **\$100 per student**, normally turned in with the student application or re-enrollment form. Similar to an earnest payment on a new house, this fee is non-refundable at any time, unless acceptance is denied. Registrations will be considered firm only when the entire registration fee is paid. New students will have a one time **\$25 Placement Test fee**. All new students will take this placement test to assure they are being placed in the correct grade.

B. **Tuition** – Monthly tuition payments are due by the fifth day of each month. Normally these payments are divided over twelve months, beginning in June and continuing through May. Families enrolling in school after June will have the tuition divided over the remaining months (i.e., July through May or August through May). Payments are sent or given directly to the school office. Questions on specific bills may be addressed to the school's business manager. A student supply list with items needed by the first day of school will be purchased by the family.

C. **Extra-curricular Activities** – These fees are assessed on a per-user basis, since not all the school families will necessarily use these options.

D. **Non-refundable Status of Tuition and Fees** – Due to the fact that the school contracts with our teachers and staff to pay them a set amount for the year, regardless of any reduction in student population, and in consideration of the per student costs we incur in materials and overhead for the year, we cannot refund any paid registration, placement test, or tuition fees.

### 2015-2016 TUITION FEES:

<b>Grade</b>	<b>2 Days/Wk.</b>		<b>3 Days/Wk.</b>		<b>5 Days/Wk.</b>	
	<b>AM Only</b>	<b>w/PM Enhancement</b>	<b>AM Only</b>	<b>w/PM Enhancement</b>	<b>AM Only</b>	<b>w/PM Enhancement</b>
Pre-K	\$1,600	\$2,600	\$2,400	\$3,400	n/a	n/a
Kindergarten	n/a	n/a	n/a	n/a	\$3,500	\$5,500
Grades 1-6	n/a	n/a	n/a	n/a	n/a	\$5,500

Sibling Discounts: Families enrolling two children in full time programs will receive 10% off the younger child's tuition. If families enroll three or more children in full time programs, they will receive 10% off each additional child's tuition. Sibling Discounts only apply to the cost of tuition.

**III. DONATIONS/GIFTS:** Grace Classical Christian Academy receives about 30% of the total cost of educating students from tuition fees. Therefore, we need regular gift assistance to adequately fund the school. This year we hope to raise about \$150,000 through donations. Your help in any way would be greatly appreciated!

What is/is not tax-deductible: Undesignated and designated financial gifts given to the school are considered tax-deductible and a receipt will be issued to the donor. Undesignated gifts will be used as needs dictate. Gifts given directly to staff members or families are not tax-deductible. Tuition and fee payments are not tax-deductible.