



**Elementary
Enrollment Application
2012-2013 School Year**

Student Name

**Grace Christian Schools
26052 Trabuco Rd.
Lake Forest, CA 92630
949-951-8683
e-fax: 480-247-4737
www.gracechristianschools.org**

GRACE CHRISTIAN SCHOOLS
26052 Trabuco Rd.
Lake Forest, CA 92630

Elementary Grades Admissions Policy

- Grace Christian Schools (GCS) has a non-discriminatory policy. We admit students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. We do not discriminate on the basis of race, color, national, or ethnic origin in the administration of our educational and scholarship/loan policies, athletics, and any other school-administered programs.
- This application does not assure final enrollment, but it does provide information upon which a decision will be based. The Assessment Fee is payable with this application and is non-refundable unless the student is not accepted by the school.
- We ask for parental support of spiritual goals and values, as well as the support for our school rules, dress code, and discipline policies.
- We ask that the student applying have a sincere desire to attend our school and be open to spiritual instruction.



Application Process For New Elementary Students

The following are required in order to complete your child's application process:

1. Completed Enrollment Application
2. Non-Refundable Assessment Deposit of \$50.00 (Applied to Registration Fee upon acceptance)
3. Most Recent Report Card (1st Grade and above)
4. Copy of Chancy & Bruce Screening (Kindergarten Only)*
5. Kindergarten Readiness Assessment (completed by GCS Elementary Teacher)
6. Personal Family Interview with Principal

Upon mutual acceptance, the Registration Fee will be due to guarantee your child's placement in Grace Christian Schools.

*If your child is currently enrolled in a GCS Preschool session, we will consider the Chancy & Bruce results assessment from the previous year.

"I have no greater joy than to hear My children walk in Truth," 3 John 4

BACKGROUND SCHOOL INFORMATION

List the following information on last school attended.

School Name: _____ Teacher: _____

Address: _____ Grade(s) attended: _____

City: _____ Reason for leaving: _____

CHURCH AFFILIATION

Name of Church You Attend: _____ Personal Faith: _____

Location: _____ Active Member: Yes No

Attendance: Regular Sometimes Seldom Do not attend a church

INFORMATION RELEASE AUTHORIZATION

Student Directory

This is information published to any school parent whether in your child's class or not. It is not published or given out to anyone outside our school and is only available upon your consent.

Yes, I give permission to include the following information to ANY SCHOOL parent:

_____ Address _____ Phone Number _____ e-mail Address

No, I do not authorize my child's information to be available.

Class Address/Phone List

A Class Address/Phone List is provided to each class member. Parents can use this list to arrange for birthday party invitations, get-togethers, etc.

Yes, I give permission to include the following information to my child's class only:

_____ Address _____ Phone Number _____ e-mail Address

No, I do not authorize my child's information to be available.

Photo Release Authorization

The undersigned hereby authorize(s) and give(s) full consent to Grace Christian Schools to publish or copyright without charge or fee all photographs, videos or other depictions or recordings taken or obtained of the enrolled student while engaged in any and all school programs and events in furtherance of legitimate school objectives, to include marketing and advertising the school's services, programs and resources, press/television/internet/website or other news media for community outreach and/or ministry opportunities.

By signing below, I confirm that I have read and understood the above outlined policies as laid out by Grace Christian Schools. My personal information outlined in the above lists may not be duplicated, given away, or sold to anyone, but is intended for and restricted to personal use by Grace Christian Schools.

Authorizing Signature: _____ **Date:** _____

Relationship to student: _____

GRACE CHRISTIAN SCHOOLS

Student Emergency / Medical Information

Student Name: _____ Sex: M / F Home Phone: _____

Address: _____ City: _____ Zip: _____

Dad's Name: _____ Mom's Name: _____

Work #: _____ Cell #: _____ Work #: _____ Cell #: _____

E-mail for School use: _____ E-mail for School use: _____

Local Emergency Contacts (Other Than Parents) In Case of Emergency/Illness

(THE FOLLOWING PEOPLE WILL AUTOMATICALLY BE INCLUDED ON LIST OF THOSE AUTHORIZED TO PICK UP YOUR STUDENT)

Name: _____ Relation to Child: _____ Phone #: _____ Phone #: _____
Home/Work/Cell Home/Work/Cell

Name: _____ Relation to Child: _____ Phone #: _____ Phone #: _____
Home/Work/Cell Home/Work/Cell

ANYONE WHO SHOULD NOT BE ALLOWED TO PICK UP YOUR CHILD, i.e. court order, threatening situation? Y / N

If yes, Person's Name: _____ Relation to Child: _____

(If this person is the child's parent, supporting court documentation is required)

Medical Information

Pediatrician: _____ Phone: _____

Dentist: _____ Phone: _____

Allergy/Medical Condition/Medication Information

Food Allergies: _____ Serious: Y / N

Any food restrictions at school (NOTE: We are a nut-free school): _____

Other Allergies: _____ Serious: Y / N
(Medications/Animals, etc.)

Medical Condition: _____ Serious: Y / N
(Asthma, Seizure Disorder, etc.)

Does student have any physical limitations or handicaps: Y / N If yes, please explain: _____

Student on Medication: Y / N If yes, name of Medication(s): _____

Medication(s) to be used while at school: Y / N *If yes, name of Medication(s): _____

***ANY AND ALL MEDICATIONS MUST BE ACCOMPANIED BY A PHYSICIAN'S RELEASE FORM OBTAINED FROM THE SCHOOL OFFICE OR GCS WEBSITE. MEDICATIONS CANNOT BE SENT IN STUDENT'S BAG. UPON COMPLETION OF AUTHORIZATION BY PHYSICIAN AND PARENT, MEDICATION WILL BE KEPT IN THE SCHOOL OFFICE FOR STUDENT USE AS NEEDED.**

Emergency Care Consent

As the parent or authorized representative, I hereby give consent to Grace Christian Schools to provide all emergency medical or dental care prescribed by a duly licensed physician (M.D.), osteopath (D.O.), or dentist (D.D.S.) for my child. This care may be given under whatever conditions are necessary to preserve the life, limb, or well-being of the student named above. I authorize my child to be taken to _____ Hospital, if necessary, by emergency medical services and authorize any treatment deemed necessary to care for my child.

Authorized Signature: _____ Date: _____

Relationship to Student: _____

GRACE CHRISTIAN SCHOOLS

2012-2013 School Year Elementary-Grade Financial Agreement

Student Name: _____

2012-2013 SCHOOL-YEAR ANNUAL TUITION/MONTHLY TUITION PLAN RATES / FEES

Kindergarten Annual Tuition - \$7,150.00

10-Month Payment Plan - \$715.00 / month

12-Month Payment Plan - \$595.83 / month

First through Sixth Grades Annual Tuition - \$7,300.00

10-Month Payment Plan - \$730.00 / month

12-Month Payment Plan - \$608.33 / month

ASSESSMENT DEPOSIT: A one-time Assessment Deposit of \$50.00, per new student entering the school, is due with the Application for Enrollment, refundable only if the child is not accepted for enrollment by the Elementary School. The deposit is applied toward your Registration Fee upon acceptance.

REGISTRATION FEE: For new students, a non-refundable Registration Fee of \$450.00 is due upon receipt of your Letter of Acceptance. For returning students, the Registration Fee is due with the updated 2012 Student Enrollment Forms. As an option, this fee may be paid in two equal, consecutive monthly installments of \$225.00. If enrolling more than one elementary student, the maximum Registration Fee will be \$675.00 with the same payment requirement. Upon approval, the Registration Fee can be pro-rated into your monthly payment schedule (increase applies).

REFERRAL CREDIT: A \$225.00 Referral Credit will be given to you, for each Grace Christian Preschool family, currently enrolled, you refer to our Elementary School. A \$1,000.00 Referral Credit will be given, to you, for referring a new non-GCS (not coming from the Preschool) family, upon acceptance and payment in full of his/her Registration Fee.

Were you referred: Y / N If yes, the name of student to receive the credit: _____

TUITION PAYMENTS: Annual tuition is divided into 10-equal or 12-equal monthly payments, as shown below. **NOTE:** No tuition payment is due in June 2013, as your last month of tuition is your first tuition payment and is collected in June 2012. Payments MUST BE RECEIVED in the School Office within ten days of the payment due date to avoid a \$25.00 late fee.

If more than one discount applies to your student(s), only one (the greater one) will be applied.

- USE THE CHARTS BELOW AS YOUR PAYMENT REMINDER-WE DO NOT SEND MONTHLY STATEMENTS -

10-Month Payment Plan		
First tuition payment due June 2012 , or upon enrollment, whichever comes last, followed by 9 consecutive monthly payments as follows:		
September 2012	December 2012	March 2013
October 2012	January 2013	April 2013
November 2012	February 2013	May 2013

12-Month Payment Plan		
First tuition payment due June 2012 , or upon enrollment, whichever comes last, followed by 11 consecutive monthly payments as follows:		
July 2012	November 2012	March 2013
August 2012	December 2012	April 2013
September 2012	January 2013	May 2013
October 2012	February 2013	

I will pay tuition as outlined in the: 10-Month Payment Plan ____ 12-Month Payment Plan ____
(Only available prior to July 31, 2012)

I will pay on the: 1st ____ 15th ____ **(Manual-Only Payments)** 5th** ____ 20th** ____ **(Automatic-Only Payments)**

AS ACKNOWLEDGED ON THE ENROLLMENT FORM, I agree with the terms set forth in this Financial Agreement and will pay my student(s) tuition each month, according to the payment plan indicated above. I understand, if it becomes necessary to withdraw my child before the end of the school year, a 30-day written notice is required. If a 30-day written notice is not given to the School Office, 30 days will be added to the date of withdrawal as tuition earned by the school, and I am liable for that additional tuition. In addition, I understand no refund of tuition paid, will be given, if withdrawing my student on or after April 1, of any given school year. With or without notice of withdrawal, any fees paid, other than pre-paid tuition, are non-refundable.

Parent Signature: _____ **Date:** _____

GRACE CHRISTIAN SCHOOLS

Tuition ACH DEBIT Authorization

Grace Christian Schools offers an automatic payment service to pay your monthly tuition and/or fees, as shown below. This feature eliminates check writing each month. This service is free, and you have the option of having your payment deducted on the 5th or the 20th of the month.

To enroll, complete the form below, attach a void check, and return to the School Office.

STUDENT / ACCOUNT INFORMATION:

Student Name: _____

Name on Check: _____

PRESCHOOL STUDENTS ONLY:

Deduct my monthly tuition payment on the: 5th _____ 20th _____ Amount: \$ _____

ELEMENTARY STUDENTS ONLY:

Upon acceptance, deduct my Registration Fee of \$ _____ on _____.

Deduct my monthly tuition payment on the 5th _____ 20th _____ Amount: \$ _____

Deduct my monthly daycare charges as they are due: Y / N

TAPE A VOID CHECK IN THIS SECTION

ACCOUNT HOLDER AUTHORIZATION

I authorize Grace Christian Schools to deduct payments for student, _____, as instructed above, from the referenced account in accordance with the payment schedule chosen on the Financial Agreement and the instructions shown above. I understand if the child is moved to a different session and the tuition rate changes, Grace Christian Schools is authorized to make that monthly tuition rate change automatically.

Account Holder Signature: _____ Date: _____

GRACE CHRISTIAN SCHOOLS

Student Pick-Up Authorization

Student Name: _____

I authorize Grace Christian Schools to release my child to the following people. I also understand the people listed below are the ONLY people that my child will be released to.

DO NOT LIST STUDENT'S PARENTS OR EMERGENCY CONTACTS
AS THEY ARE AUTOMATICALLY INCLUDED

List each person separately & PLEASE PRINT INFORMATION

1. Name: _____ Relation: _____ Phone #: _____ Phone #: _____
Home/Work/Cell Home/Work/Cell
2. Name: _____ Relation: _____ Phone #: _____ Phone #: _____
Home/Work/Cell Home/Work/Cell
3. Name: _____ Relation: _____ Phone #: _____ Phone #: _____
Home/Work/Cell Home/Work/Cell
4. Name: _____ Relation: _____ Phone #: _____ Phone #: _____
Home/Work/Cell Home/Work/Cell
5. Name: _____ Relation: _____ Phone #: _____ Phone #: _____
Home/Work/Cell Home/Work/Cell
6. Name: _____ Relation: _____ Phone #: _____ Phone #: _____
Home/Work/Cell Home/Work/Cell
7. Name: _____ Relation: _____ Phone #: _____ Phone #: _____
Home/Work/Cell Home/Work/Cell
8. Name: _____ Relation: _____ Phone #: _____ Phone #: _____
Home/Work/Cell Home/Work/Cell
9. Name: _____ Relation: _____ Phone #: _____ Phone #: _____
Home/Work/Cell Home/Work/Cell
10. Name: _____ Relation: _____ Phone #: _____ Phone #: _____
Home/Work/Cell Home/Work/Cell

We will not allow student to leave the campus with anyone other than his/her parent(s) and/or the people authorized on this list, unless previously notified by the parent(s).

The above-listed names will be printed on an Authorized Pick-Up List and kept in the classroom with your student's Teacher. It is the responsibility of the parent to keep all information current for each authorized person. No student will be released without prior authorization from the parent(s). Any change to the above information is to be done in the School Office by the Parent(s). If an emergency requires someone other than an authorized person to pick up your child, and you are not able to come into the School Office, we can issue a one-day-only temporary pick-up authorization. This is only done by phoning the School Office. **We cannot accept written notes as authorization.**

Authorized Signature: _____ **Date:** _____

Relationship to Student: _____

GRACE COMMUNITY CHURCH

Statement of Faith

The Scriptures

The Bible, containing the scriptures of the Old and New Testament, comprising sixty-six books, is the written Word of God, supernaturally inspired by the Spirit of God, inerrant in the original manuscripts, and infallible in its teaching. It is the divine authority for every person in every age.

God and the Holy Trinity

There is one God, Who is a sovereign Spirit, eternally existent in three persons: Father, Son, and Holy Spirit. These three persons are one in substance and equal in power and glory.

The Lord Jesus Christ

God the Father, out of love for man, sent Jesus Christ into the world for man's salvation. Jesus Christ in the flesh was both God and man. He was conceived by the Holy Spirit and born of the virgin Mary. He lived a sinless life, worked miracles, and taught the perfect truth of God. He died as a sacrifice upon the cross, atoning for man's sin through His shed blood. He was raised from the dead bodily on the third day, ascended to the right hand of the Father, where He is head of the church and intercedes for believers and is returning again bodily in power and glory.

The Holy Spirit

The Holy Spirit convicts men of sin and calls them to faith. He baptizes and seals all believers at the moment of their salvation, and sanctifies them as they grow in grace. He equips the saints with His gifts, bears His fruit in their lives, comforts, and leads them into all the truth.

Mankind

All men are created in the image of God, but all have sinned and fallen short of the glory of God. Man is alienated from God by his sin and stands in need of redemption in Jesus Christ.

Salvation

Man's redemption, and reconciliation with God, occur as an act of God's grace and are entirely apart from the good works of any human being. Salvation comes through personal faith in the Lord Jesus Christ as Savior and results in man's justification before God. God's people are chosen from the foundation of the world, and they are eternally secure. In his salvation, man receives forgiveness of sins, the impartation of a new nature, and the assured hope of eternal life.

The Church

The universal church is made up of all true believers in Jesus Christ, those in every time and place who have been regenerated by the spirit of God. In its parts, the church consists of individuals and groupings of Christians who have fellowship as the body of Christ. The purpose of the church is to glorify God. This is accomplished primarily through the preaching of the gospel of Jesus Christ to the end that men might be saved through repentance and faith and through preaching and teaching to edify the saints. It is accomplished secondarily through good works, which represent the love and mercy of God.

_____ I fully support the Statement of Faith as written without reservations.

_____ I support the Statement of Faith except for the area(s) listed and explained on the back of this form.

Parent Signature: _____ **Date:** _____

GRACE CHRISTIAN SCHOOLS

Statement of Elementary Grade Philosophies & Policies

Mission Statement

Grace Christian Schools endeavors to help children develop and mature in a positive, Christ-centered environment that integrates faith and learning by emphasizing Biblical training and academic excellence.

Vision

Grace Christian Schools is committed to providing Christ-centered education integrating spiritual, academic, social, physical, and emotional training leading to a life of commitment and service to God.

Philosophy

We, the Board, Administration, and Staff of Grace Christian Schools, are committed to provide an education program that seeks to develop excellence in a student—spiritually, academically, socially, emotionally, culturally, and physically. In addition to traditional core curriculum, the student will be exposed to a wide range of educational experiences, including foreign language study, computer science, art, music, and physical education.

As a *Christian* school, we are dedicated to establishing a Godly environment where the Bible, as the Word of God, is actively integrated into *all* aspects of school life (Matthew 6:33). Each student will be challenged to live his or her life according to God's principles and purposes (Jeremiah 9:23-24).

As a non-denominational school, we seek to serve individual families throughout our community who share our biblical orientation and appreciate our particular philosophy of education and discipline (Deuteronomy 6:2-7).

We want our students to encounter the educational process in an environment that assures security, positive self-worth and mutual respect. Our classrooms are controlled with loving discipline that is applied by qualified and dedicated Christian teachers.

In everything, the Word of God sets the standard for our school. The student is taught to interpret life according to God's principles and purposes.

Admission

Admission to Grace Christian Schools is obtained by a written application and personal interview. A student should be 5-years old by September 2nd to be eligible for Kindergarten. Students who have severe behavioral problems or who are significantly limited in academic ability may not be accepted.

Curriculum

Our curriculum concerns itself with the development of the whole student. It is appropriately individualized and is centered around a strong, basic education that also includes a stimulating cultural program. Fine arts is also a standard aspect of our curriculum. The Bible is integrated throughout the entire curriculum.

Discipline

Grace Christian Schools teaches respect for authority, property, and the rights and privileges of others. Discipline basically is the responsibility of the teacher in charge. Serious discipline problems are sent to the Administrator who will administer the necessary corrective measures. Disobedience and disrespect are dealt with promptly and firmly. The discipline system incorporates positive and negative reinforcement techniques. Our desire is to correct attitudes and stimulate good behavior, not simply to punish the student.

Parental Behavior

I understand that the standards of Grace Christian Schools do not tolerate profanity, obscenity in word or action, dishonor of the Holy Trinity and the Word of God, disrespect to the personnel of the school or continued disobedience to the established policies of the school. Parents will endeavor to form a partnership with their student's teachers to strengthen the educational opportunity afforded to them. If parents have a concern or are dissatisfied, they will seek to resolve the issue with the person(s) directly. Parents agree to not gossip about teachers, staff, or other school families, but to follow the principle of Matthew 18: 15-17.

Financial Obligation

A one-time Assessment Deposit of \$50.00, per new student entering the school, is due with the Application for Enrollment, refundable only if the student is not accepted for enrollment by the school. The deposit is applied towards the Registration Fee upon acceptance. For new students, a non-refundable Registration Fee of \$450.00 is due in full upon receipt of your Letter of Acceptance. For returning students, the Registration Fee is due with the enrollment forms. As an option, this fee may be paid in two equal, consecutive monthly installments. If enrolling more than one elementary student, the maximum Registration Fee will be \$675.00 with the same payment requirements. Tuition is due monthly and on the date you select on your Financial Agreement. A 10-day grace period is given, followed by a \$25.00 Late Charge. The school reserves the right to require any account to be brought current for a student to continue to attend classes. If it becomes necessary to withdraw before the end of the school year, a 30-day written notice is required. If a 30-day written notice is not given to the School Office, 30 days will be added to the date of withdrawal as tuition earned by the school. With or without notice of withdrawal, all fees except prepaid monthly tuition, that have been paid, are forfeited.

Parental Involvement

Grace Christian Schools benefit greatly from the involvement in and around the school by the student's parents. Parents are welcome to participate in special events on the school's campus and on field trips. We also have an active PTF (Parent Teacher Fellowship) that meets regularly and supports a variety of school activities. Parent participation is encouraged and annual service hours are required.

Authorizing Signature/Relationship to Student: _____ **Date:** _____