



WESTERN CHRISTIAN SCHOOLS Admissions Procedure/Student Checklist

Thank you for your interest in Western Christian Schools. This packet includes all the forms you will need to apply for admission. Specific instructions for these forms and for other aspects of the admission process are outlined below.

- APPLICATION:** Completed application and the non-refundable \$60 application fee are accepted beginning December 1, prior to the year of desired entrance. Openings may be limited and applicants are encouraged to apply by April 1. Students may be admitted during the school year if openings are available.
- GRADES/TRANSCRIPT** Parents and/or guardians must provide applicant's:
 - Current report cards (For all grades – excluding kindergarten)
 - Grade 7th & 8th report card (For 9th grade applicant)
 - High school transcript (for 10th-12th grade applicant)
 - IMPORTANT:** Final report cards and transcripts must be submitted to Western prior to the first day of school.
- SCHOOL REFERENCE:** To be completed by a principal or vice principal (excludes Kindergarten).
- TEACHER REFERENCE:** To be completed by a teacher.
- PASTOR REFERENCE OR VOLUNTEER SUPERVISOR (Grades 9-12 only and it is optional):** To be completed by a pastor, youth pastor, or volunteer program Director/Supervisor.
- STANDARDIZED TEST:** Copy of latest standardized test (i.e. Stanford, Star, Terra Nova) (excluding kindergarten).
- IMMUNIZATION:** A copy of your student's immunization record must be on file. Kindergarten, out of state, and international applicants must show proof of TB testing (Mantoux).
- BIRTH CERTIFICATE:** Birth certificate must accompany application (K-8th).
- TESTING:** Applicants for admission for K-12 grades are required to take an assessment exam. All assessment exams will be given at Western Christian School by scheduled appointment.
- PERSONAL INTERVIEW:** A personal interview will be requested with the applicant and applicant's parent or guardian. Appointments will be arranged by the school office after the application and other required forms have been reviewed and testing has been completed (6th – 12th).
- ENROLLMENT:** Applicants will be notified as soon as possible after completion of the foregoing steps regarding their acceptance and admission to Western. Class placement is pending upon available space and is not confirmed until an applicant completes the admission process and the school receives the registration form together with the \$300 non-refundable registration fee.
- TUITION & FEES:** Upon receipt of the registration form and \$300 registration fee, class placement will be confirmed. Tuition is due July 1st. A payment plan is available and must be established by June 1st. Please refer to the tuition schedule for a list of current costs.

It should be understood that enrollment is contingent upon maintenance of a satisfactory academic and behavior record.