

Getting Started at Greenbrier Christian Academy

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After reading our **Mission Statement** and **Statement of Faith** in the Admission Booklet,

Application Process

Call the Admissions Office at 547-9595 ext. 333 to set up a tour of the school (this is not required).

Secure an admissions application from the Admission Office or by downloading one here. Read and complete application in its entirety.

Submit a completed application and all information requested (see below) to the Admissions Office. Families are encouraged to submit applications by April 30th. Applications received after this date may go on a waiting list.

Submit a signed Financial Commitment Form along with the required non-refundable application/testing fee: \$200 per student grades K-12; \$150 per student for Pre-school (family cap \$500)

Complete and sign the Student Questionnaire for students in grades 6-12.

Complete and sign the Parent and Guardian Permit for each student grades K-12 (must be notarized for 8th-12th graders).

Complete and sign a Record Release Form for each student in grades K –12.

A pastoral reference for your family confirming regular church attendance will be requested by Greenbrier Christian Academy from the pastor of all applicants.

Additional Application Information

— Please submit a copy of the items listed below along with your Application.

___ Health records (current physical & shot record available)

___ Copy of standardized testing results (if

___ Original birth certificate & social security card applicable)
(must be presented to staff)

___ IEP or Educational Evaluation (if

___ Notarized copy of custody documentation (if applicable)

___ Copy of report cards from past two years (Home-schooled students must submit official documentation from an approved home-school organization and letter filed with local school system.)

Evaluation

Each new student is required to take an entrance examination which measures verbal and non-verbal abilities. Testing dates are scheduled with receipt of a completed application.

An interview is conducted with all families applying for admission. The interview process is an integral part of the admission process and must be completed before acceptance for enrollment. Both parents and students (grades 6-12 only) are expected to be present for the interview. Kindergarten through fifth grade students are not required to attend the interview.

Students applying from non-accredited or non-approved school systems may be subject to additional testing for grade placement. All home-schooled students must present a transcript from an approved home-school organization and a copy of the letter filed with local school system.

If testing results suggest questions concerning academic success or progress of a student, the application and test results are reviewed by the STEP Coordinator and Admissions Committee to determine placement, intervention possibilities, and final determination in relation to student acceptance.

Acceptance

When final determination of admission status is complete, parents will be notified by mail of the Admission Committee's decision.

At least one parent is required to attend the New Parent Orientation held in August. All necessary communication such as classroom assignment, student schedules, athletic calendars, etc. will be provided online or by mail prior to the beginning of school.