

## **STEPS IN THE ADMISSION PROCESS**

- I. The child must meet age requirements for K and First Grade**
  - A. Must be 5 by September 1<sup>st</sup> for Kindergarten
  - B. Must be 6 by September 1<sup>st</sup> for First Grade
  - C. Exceptions are made in special circumstances
  
- II. Completion of Forms**
  - A. Registration Application
  - B. Payment of non-refundable registration of \$100.00
  - C. Doctrinal Questionnaire
  - D. Pastor or Church Recommendation
  - E. Attach copies of final report cards for all years, as well as any standardized test results.
  - F. The school's administration has full responsibility to place your child in the proper grade.
  
- III. Testing, Interviews and Records**
  - A. Student testing at Liberty Christian School
  - B. Previous school records (if applicable)
  - C. Student reference (if requested)
  - D. Student information sheet (grades 6 – 8)
  - E. Parent and Student interview with principal
  - F. The school's administration has full responsibility to place your child in the proper grade.

**UPON COMPLETION OF STUDENT TESTING, AN INTERVIEW WITH THE PRINCIPAL WILL BE SCHEDULED. APPROXIMATELY TWO WEEKS FROM THE DATE OF YOUR INTERVIEW, YOU WILL BE NOTIFIED OF THE STATUS OF YOUR APPLICATION.**

### **CHECK LIST:**

- \_\_\_\_\_ REGISTRATION APPLICATION
- \_\_\_\_\_ REGISTRATION FEE
- \_\_\_\_\_ DOCTRINAL QUESTIONNAIRE
- \_\_\_\_\_ PASTOR OR CHURCH RECOMMENDATION
- \_\_\_\_\_ COPIES OF FINAL REPORT CARDS AND STANDARDIZED TESTS
- \_\_\_\_\_ STUDENT INFORMATION SHEET (GRADES 6 – 8)