

**KINDERGARTEN**  
**APPLICATION FOR ENROLLMENT**

**WALNUT CREEK CHRISTIAN ACADEMY**

A Ministry of First Baptist Church of Walnut Creek

2336 Buena Vista Avenue

Walnut Creek, CA 94597-3018

School Office: (925) 935-1587 Fax: (925) 934-1518

Website: [www.wccaeagles.org](http://www.wccaeagles.org)

E-Mail: [office@wccaeagles.org](mailto:office@wccaeagles.org)

Walnut Creek Christian Academy does not discriminate on the basis of race, color,  
or national or ethnic origin in its education policies or programs.

This application does not assure acceptance, but provides partial information upon  
which a decision will be based. All applicants are admitted to WCCA  
on a probationary basis for the first quarter.

**PLEASE READ EVERY PAGE OF THIS APPLICATION;**  
**BOTH PARENTS/GUARDIANS INITIAL AT THE BOTTOM OF THE LAST PAGE AND**  
**SIGN AND DATE BOTH THE**  
**PARENT/STUDENT AGREEMENT AND PLEDGE OF SUPPORT**  
**AND THE PHOTOGRAPHY CONSENT FORM**

**This application will not be processed unless accompanied by the following:**

non-refundable entrance fee (see back),  
a copy of your **child's birth certificate**,  
the signed **Parent/Student Agreement & Pledge of Support**  
the signed **Parental Consent to Use Photography**

Please return this application to the Academy either by mail or in person.  
In addition, please distribute one **Student Reference Form** to your child's most  
recent teacher and one to your church.

When all items (including the two Reference Forms) are received, a testing date will be scheduled for your  
child. If your child tests ready for kindergarten, you will then have an interview with the Principal.

**Students applying for enrollment in kindergarten must be 5 years old by the end of September.**

Each applicant will be scheduled for a kindergarten readiness assessment.

Application documents and test results will be carefully weighed, along with a personal interview, to determine suitability for admission. WCCA reserves the right to promote or retain a student, if it is in his or her best interest, after consultation with the parents.

**Student's Name** \_\_\_\_\_

**OFFICE USE ONLY**

Birth Certificate received with application \_\_\_\_\_

Kindergarten testing appt. \_\_\_\_\_

Parent/Student Agreement & Pledge of Support \_\_\_\_\_

Interview scheduled: \_\_\_\_\_

Parental Consent to Use Photography \_\_\_\_\_

References received T \_\_\_\_\_

C \_\_\_\_\_

Date accepted for entry into Kindergarten \_\_\_\_\_

Date gave/sent Acceptance Packet: \_\_\_\_\_

Date gave/sent Summer Packet: \_\_\_\_\_

**Name of Student** \_\_\_\_\_ **Nickname** \_\_\_\_\_  
Last First Middle

**Birth Date** \_\_\_\_\_ (circle one) **Boy or Girl**

**Address (where student lives)** \_\_\_\_\_

**City** \_\_\_\_\_ **Zip** \_\_\_\_\_ **Phone #** \_\_\_\_\_

**Family E-mail address** \_\_\_\_\_

**Student's hobbies and/or interests:** \_\_\_\_\_

**Does student have disabilities?** \_\_\_\_\_ **If so, please describe:**

**Has student ever been excluded or suspended for any disciplinary difficulty in preschool?**

**If so, please explain:** \_\_\_\_\_

**State briefly why you wish your child to attend WCCA.**

**Last school attended** \_\_\_\_\_ **Phone #** \_\_\_\_\_

**Address** \_\_\_\_\_ **Fax #** \_\_\_\_\_

(Please include zip code)

*Please Note: This information will remain part of confidential school records.*

**Father's Name** \_\_\_\_\_ **Reside with student?** \_\_\_\_\_

**Address** (If same as student, write "same") \_\_\_\_\_

\_\_\_\_\_ **Home Phone** \_\_\_\_\_

**Social Security #** \_\_\_\_\_ **Driver's License #** \_\_\_\_\_

**Occupation** \_\_\_\_\_ **Business Phone** \_\_\_\_\_

**Cell Phone or Pager** \_\_\_\_\_

**Employer's Name** \_\_\_\_\_

**Employer's Address** \_\_\_\_\_

**Mother's Name** \_\_\_\_\_ **Reside with student?** \_\_\_\_\_

**Address** (If same as student, write "same") \_\_\_\_\_

\_\_\_\_\_ **Home Phone** \_\_\_\_\_

**Social Security #** \_\_\_\_\_ **Driver's License #** \_\_\_\_\_

**Occupation** \_\_\_\_\_ **Business Phone** \_\_\_\_\_

**Cell Phone or Pager** \_\_\_\_\_

**Employer's Name** \_\_\_\_\_

**Employer's Address** \_\_\_\_\_

~**Who is the student's legal guardian?** \_\_\_\_\_

~**Who is financially responsible for the student?** \_\_\_\_\_

**Name of church attending** \_\_\_\_\_

**Denomination** \_\_\_\_\_ (needed for accreditation reports)

**Are you members of the church?** \_\_\_\_\_ **Do all family members attend regularly?** \_\_\_\_\_

**How did you learn about WCCA?**

\_\_\_\_\_ **Church**      \_\_\_\_\_ **Current WCCA Family\***      \_\_\_\_\_ **Internet**      \_\_\_\_\_ **Newspaper**  
\_\_\_\_\_ **Parent Magazine**      \_\_\_\_\_ **Phone Book**      \_\_\_\_\_ **Other:** \_\_\_\_\_

\*If you were referred by a family currently enrolled at WCCA, they may be eligible for a New Student Referral Credit. If this is the case, please indicate which family recommended you to the school:

\_\_\_\_\_

## STATEMENT OF FINANCIAL POLICIES

The Academy operates with no financial margin, and its budget is projected solely on the basis of fees and tuition. We count on your cooperation in keeping all accounts current.

Please read and make sure you are familiar with the following:

1. The Registration Fee is non-refundable. If, after testing and/or an interview with the administration, it is recommended that your child not be accepted for enrollment at the Academy, a portion of the Registration Fee will be refunded.
2. Tuition begins on August 1. Tuition paid in full by August 1 receives a discount. All families are automatically set up on the 10-month payment schedule. Families needing to use the 12-month payment schedule must let the bookkeeper know before July.
3. Current WCCA and First Baptist Preschool families may receive tuition credit when, upon their recommendation, a family new to WCCA and FBP completes their enrollment in either WCCA or FBP. Multiple referral credits may be earned. See the New Student Referral Credit information sheet for complete details.
4. A family that qualifies for both the early payment discount and the referral credit may choose one credit to apply to their account.
5. Monthly tuition payments are collected on the tenth of the month from August through May (10-month plan) or from July through June (12-month plan) using PayEasy, RenWeb's automatic scheduled payment service. The Bank Draft Payment Option form must be filled out and turned in to the bookkeeper's office. The associated fees for bank drafts will be paid by the school.
6. Tuition payment received after the tenth of the month will be subject to a \$15 late fee.
7. Extended care and lunch charges may continue to be paid by check, cash, or RenWeb's PayNow option. The fee for a PayNow draft against a checking account is 85 cents per draft added directly to the charged amount.
8. **PARENTS ARE RESPONSIBLE TO CHECK EXTENDED CARE, LUNCH ACCOUNTS, AND TUITION (FOR ADDITIONAL FEES) ON RENWEB. THE SCHOOL DOES NOT SEND STATEMENTS.**
9. If the account is not up-to-date by the end of the month, parents must contact the bookkeeper's office to make arrangements for payment. If a family gets two months behind in tuition, and no arrangements have been made, the family will be asked to withdraw until the bill is paid.
10. **THE FEE FOR A RETURNED ITEM IS \$25.00.**
11. Outstanding tuition and other fees are due and payable in full when a student withdraws or is dismissed for any reason. Fees and some tuition are non-refundable in case of withdrawal or dismissal.
12. The schedule of tuition (and other fees) will be sent to you in the summer packet. This is your handy reminder of the amount owed.
13. **Tuition and fees are to be fully paid on or before the last day of school. A student's account must be current before that student is allowed to attend the following year and before a graduating eighth grader receives his/her diploma.**
14. Parents will be charged for damages to or loss of school property attributable to their student.

Initial & Date \_\_\_\_\_ / \_\_\_\_\_

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### 2012-2013 Tuition & Fees

- ◇ **NON-REFUNDABLE\* Entrance Fee** **\$345 per student** (includes kindergarten testing fee)  
\*Only exception: If, after an interview with the administration, it is recommended that your child not be accepted for enrollment at the Academy, \$235 of the entrance fee will be refunded.
- ◇ **Consumables Fee** (due 1<sup>st</sup> day of school) **\$95/first child; \$85 other children**
- ◇ **Parent Participation Fee** (due 1<sup>st</sup> day of school) **\$200 per family**  
(Please see WCCA "At A Glance" for details on this fee.)
- ◇ **Extended care** is available before school from 7:00-8:00 a.m. and after school from 3:15-6:00 p.m. at a cost of \$4.50 per child per hour; billed in 15-minute increments, or portion thereof. **PLEASE BE AWARE THAT ON DAYS WHEN THERE IS NO SCHOOL, THERE IS NO EXTENDED CARE AVAILABLE.** However, extended care is available on half days of school. (Please see "WCCA At A Glance" for more details.)

**TUITION**

1 child	<b>\$ 5,918</b>	\$ 592/month for ten installments, August through May
2 children	<b>\$11,119</b>	\$1,112/month for ten installments, August through May
3 children	<b>\$15,747</b>	\$1,575/month for ten installments, August through May
4 children	<b>\$16,207</b>	\$1,621/month for ten installments, August through May

**TUITION PAID IN FULL BY AUGUST 1<sup>st</sup> RECEIVES A 2 PERCENT DISCOUNT.**

<b>OFFICE USE ONLY</b>	
Entrance Fee received: \$ _____	Check #: _____
Date received: _____	