

1st – 8th Grades
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

E-Mail: 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 the student's most recent report card
- a copy of the student's most recent achievement test results
- 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, an interview will be scheduled.

Students applying for enrollment in grades 1 through 8 who have not taken an achievement test during the school year prior to applying to WCCA may be required to take an entrance exam.

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 _____ **Applying for Grade** _____

OFFICE USE ONLY

Copy of report card received with application _____

References received: T _____

Copy of achievement test received with application _____

C _____

Parent/Student Agreement & Pledge of Support _____

Parental Consent to Use Photography _____

Interview scheduled: _____

Dept. Chairperson: _____

Accepted for entry into grade _____ Date _____

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 school?

If so, please explain: _____

State briefly why you wish your child to attend WCCA:

Last school attended _____ **Phone #** _____

Address of last school _____ **Fax #** _____

_____ (Please include zip code)

~FOR STUDENTS IN GRADES 5 THROUGH 8: Briefly describe your salvation and Christian experience, and tell why you want to attend WCCA:

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 ____ Radio
____ 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 _____ / _____

2012-2013 Tuition & Fees

- ◇ **NON-REFUNDABLE* Entrance Fee** **\$295 per 1st-7th grade student ; \$340 per 8th grade student**
*Only exception: If, after an interview with the administration, it is recommended that your child not be accepted for enrollment at the Academy, \$185 (grades 1-7) or \$230 (8th grade) of the entrance fee will be refunded.
- ◇ **Consumables Fee** (due 1st day of school) **\$95/first child; \$85 other children**
- ◇ **Parent Participation Fee** (due 1st 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	\$ 5,918	\$ 592/month for ten installments, August through May
2 children	\$11,119	\$1,112/month for ten installments, August through May
3 children	\$15,747	\$1,575/month for ten installments, August through May
4 children	\$16,207	\$1,621/month for ten installments, August through May

TUITION PAID IN FULL BY AUGUST 1st RECEIVES A 2 PERCENT DISCOUNT.

OFFICE USE ONLY

Entrance Fee received: \$ _____ Check #: _____

Date received: _____