

Applicant's Name: _____ Grade: _____



2020-2021

Enrollment Application

7th – 12th Grades

Thank you for considering Mountain Home Christian Academy in the educational future of your child. Our program is one that will provide for a well-rounded education with a strong Christian emphasis. We care about your child and feel that it will be our honored responsibility to be a positive influence on his or her life in all areas—spiritual, intellectual, physical, and social. We look forward to being of service to you. MHCA is nondiscriminatory with regard to race, color, sex, or national origin.

For Office Use Only

Date Rec'd: _____

REQUIREMENTS FOR ADMISSION

Submit the following items to the Academy Office for Admission:

- Completed Student Information Card (included in this packet)
- A completed Application
- Signed Parental/Student Pledge Commitment Form- Student and parents must agree with the school's philosophy and abide by the established policies of the Academy. No student will be admitted to MHCA who does not agree to cooperate with the overall purpose and program.
- 2 Student Reference Forms from your most recent school teachers and one Pastoral Reference Form from a Sunday school teacher or Pastor (3 total)
- Signed Permission/Release form
- Signed Financial Agreement
- Registration fees (includes – registration, student insurance, spring testing fee & MHCA t-shirt)
Reminder -book fees & first month's tuition due (paid through *FACTS* by August 2020 due date)
- Records from most recent previous school or contact information whereby M.H.C.A. may request current records
- Copy of birth certificate
- Copy of an up-to-date immunization record
- Copy of legal custody documentation is needed if child is not living with both biological parents.
- Read the MHCA Handbook. Sign and return the MHCA Commitment to Excellence Form.
- Read the MHCA Code of Conduct and Policies. Sign and return the MHCA Jr. & Sr. High Class Policies.
- From the Student information sheet **(for ALL new students grades 5th - 12th) to be filled out by the student.**
- Attend an interview with the Administration if requested (both parents and student). Pending an interview, you will be notified of the decision regarding acceptance or denial. Admission is not based solely on a first-come, first-served basis. Extenuating factors include, but are not limited to, Christian testimony, grade point average, test scores, other non-academic items, and availability of space, etc.
 - Applicants are accepted on a 9-week trial basis (A time of insuring a good fit between student and school.)
 - Students are admitted without regard to sex, race, color or national origin

For Office Use Only

- Handbook Issued _____Date
- Parent & Student Commitment to Excellence Form signed and returned

STUDENT ENROLLMENT APPLICATION

Child's Legal Name _____
Last
First
Middle

Preferred Name _____ Grade to enter _____ for school year 2019-2020

Mailing Address _____
Street
City
State
Zip

Home Phone _____ Sex _____ Date of Birth _____ Citizenship if other than U.S. _____

Parent's Marital Status _____ married _____ widowed _____ divorced _____ separated _____ remarried

If divorced, who has legal custody? _____

Student Lives With • Both Parents • Father • Mother • Legal Guardian • Other _____

	FATHER	MOTHER
Name		
Employer		
Position		
Bus. Phone		
Cell Phone		

If the student does not live with his biological parents, please supply information of guardianship below.

	Stepfather or Guardian	Stepmother or Guardian
Title/Name		
Employer		
Position		
Bus. Phone		

*Person responsible for the school account

Name		
Address		
City, State		
Phone		
Relation to child		

*This person is responsible for: tuition only tuition as well as all other charges.

We agree that we are financially responsible for the payment of above-named student's account either **jointly and/or separately**.

 Father/Guardian Signature

 Mother/Guardian Signature

School last attended: _____

Address: _____ Phone: _____

Reasons for leaving previous school: _____

Have you ever been denied admission to a school? ___ Yes ___ No If yes, explain:

Have you ever been a student at MHCA? _____ What grade(s)? _____

Have you ever repeated a grade? _____ What grade? _____

<u>Siblings Name:</u>	<u>Sex:</u>	<u>Age:</u>	<u>School:</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Our family attends church at: _____

Do both parents attend this church? _____ Yes _____ No

Church activities we enjoy: _____

Is your child actively involved in a Sunday school or youth group? _____

If yes, where? _____

Please explain why you want your child to attend MHCA:

What was your source of reference to MHCA? (Friends, students, church, realtors, etc.)

STUDENT FAMILY BACKGROUND

Please provide as much information as possible about the student and the family. This information helps us understand the background of the family as well as the student.

List any subject(s) in which the student has excelled, or school honors achieved: _____

List any subject(s) in which the student is not working at grade level or above: _____

List and identify any diagnosed learning disabilities, symptoms & treatments: _____

List and explain any mental, emotional, or physical hardships that might affect school participation:

List and explain any situations in which the student has been suspended or expelled at any previous school:

List and explain if the student has any type of criminal record or is under any law enforcement supervision: _____

Has the student ever been suspended ____ Yes ____ No; expelled ____ Yes ____ No;
____ academic suspension; ____ behavioral suspension; ____ grade; Reason: _____

Has the student ever been on probation? ____ Yes ____ No; ____ academic; ____ behavioral; ____ grade;
Reason: _____

Has the student ever been in trouble with law enforcement? ____ Yes ____ No; ____ grade; Reason: _____

Has the student ever been court appointed to a rehabilitation program, probation, a juvenile detention facility and/or any
juvenile services? ____ Yes ____ No; ____ grade; Reason: _____

Briefly describe the student's attitude and response toward parental, school, and/or legal authority and discipline: _____

Briefly describe the student's personality, relationship to parents and siblings, and general attitude toward school: _____

BEHAVIOR RELEASE

I hereby voluntarily give permission to the authorized representative of Mountain Home Christian Academy to obtain disciplinary records, including possible suspension or expulsion information, behavioral assessment, psychological records, social adjustment, educational status on (Student Name):_____

Information given would be used to ensure that MHCA can effectively work with this child and his/her family and would not be shared beyond the school administration without parent approval.

Father or legal guardian

Date

Mother or legal guardian

Date

Parental Commitment to Mountain Home Christian Academy

By signing this commitment, we agree that:

1. We will support the policies and Christian Philosophy of Education of MHCA
2. We will accept teacher and administrative authority
3. We will follow God's line of authority when differences of opinion exist. We will go first to the person with whom we have the problem. If not resolved, we will go with the individual to his/her supervisor. (Matthew 18:15-17)
4. We will attend parent meetings and lend our support to the programs at MHCA as able
5. We will volunteer time, talent, and resources as able
6. We will pay tuition via *FACTS* Management
7. Withdrawals: If we voluntarily withdraw or are requested to withdraw from the school, we are responsible to pay our account in full, realizing that registration and book fees are non-refundable. We understand that a full month's tuition will be charged regardless of date or day within the withdrawal month. **Final grades, credits, and/or diplomas will be held until accounts are paid in full.**
8. We understand our student will be under a 9-week trial period. (A time of insuring a good fit between student and school.)

Note: If student lives with both parents/guardians, both parents/guardians **MUST** sign.

Signatures:

Father or legal guardian

Date

Mother or legal guardian

Date

Student Pledge of Commitment

1. I desire to attend Mountain Home Christian Academy. I pledge that at school and away I will commit to an attitude of obedience and respect to the God-ordained authority in my life, as represented by both my parents and staff members of MHCA.
2. I will strive not to discredit, by my words or actions.
 - My Savior, the Lord Jesus Christ
 - My Family
 - My school, Mountain Home Christian Academy
3. I will do my best to uphold the high standards of Mountain Home Christian Academy. I understand that failure to do so, at school or away from school, may result in disciplinary action, which could include dismissal.

Student Signature _____ Grade _____ Date _____

Permission/Release Form

Please check the following information as it applies:

- I give permission to Mountain Home Christian Academy to use photos of my child(ren) for Academy announcement or promotional materials including but not limited to: Newsletters, brochures, yearbooks, Academy website, Academy Facebook page, newspaper.

- The following information may be included in your child's Classroom Directory:

Student's name/grade: _____

Father/Guardian: _____

Mother/Guardian: _____

Address: _____

Address: _____

Phone (cell): _____

Phone (cell): _____

Email: _____

Email: _____

- MHCA Activity Release Form

Your child's class may participate in field trips throughout the school year. By signing this form, you are acknowledging the guidelines set forth by MHCA while your child is not on school property due to field trips.

I give Mountain Home Christian Academy permission for my child to take part in all school activities, including bus trips, sports activities, and school sponsored trips away from the school premises.

- Computer Access and Use

I understand that computer access and use is designed for educational purposes. While MHCA has taken precautions to eliminate controversial material, I recognize it may be impossible for MHCA to restrict access to all controversial and inappropriate material. I accept full responsibility for supervision if and when my child's use is not in a school setting. I have discussed the terms of this authorization with my child. I hereby request that my child be allowed access to MHCA's network including Internet.

I do hereby agree to hold Mountain Home Christian Academy and its agents and employees, harmless from any and all liability, actions, causes of actions, claims, expenses, and damages on account of injury to my child or property which I now have or which may arise in the future in connection with the activity or participation in any other associated activities.

*I expressly agree that this release, waiver, and indemnity agreement is intended to be broad and inclusive as permitted by the law of the **State of Arkansas** and that if any portion thereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect. This release contains the entire agreement between the parties hereto and the terms of this release are contractual and not a mere recital.*

My signature on this form shall constitute an informed and knowing waiver as required by law. I acknowledge that I have carefully read this agreement, waiver, and release and fully understand its contents. I am aware that this release of liability is a contract between myself and MHCA.

Parent/guardian Signature: _____ Date: _____

FINANCIAL AGREEMENT

By and between Mountain Home Christian Academy and the parents/guardians of the following students:

Student(s) Name	Grade
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

A. Registration Fee

It is understood that the filing of the enrollment application and payment of the registration fee with MHCA is used to determine the number of teachers necessary and determine the commitment of other financial resources. After the registration fees are paid, if the application is withdrawn by the parents/guardians of the child(ren), for any reason, we understand that this fee is **not refundable or transferable**. Should the parents/guardians be required by their employer to transfer from the Mountain Home area, MHCA agrees to refund the registration fee only if the applicable school year has not started. The registration fee must be paid at the time of enrollment through the front office (exact cash or check only.) These fees are mandatory for all children enrolled each year at MHCA.

B. FACTS enrollment/book fees/prepaid lunch account/tuition/incidentals

It is the mission of MHCA to glorify God by assisting families in the Christ-centered, biblically directed education of their children. The parents/guardians agree to pay **100%** of the total fees and tuition for each student using FACTS Management and in accordance with the following financial policies:

1. **ALL PAYMENTS TO MHCA MUST BE MADE THROUGH FACTS MANAGEMENT.**

The parents/guardians agree to enroll in *FACTS* management via MHCA's website (www.mountainhomechristianacademy.com) or *FACTS* website (<https://online.factsmgt.com/signin/4498T>) for payment of ALL tuition and fees. A \$50.00 fee will be charged per family from *FACTS* upon enrollment if payments are set up over a 10-month period (August-May). Tuition may be paid annually or semi-annually and only pay a \$20.00 fee per family. **If a student attends any portion of the month, the entire tuition charge for that month is due.**

- Accounts not paid within 10 days of scheduled payment date will be considered delinquent and assessed a \$20.00 late fee for that month. Returned checks or unpaid payments of any kind including bank drafts will be assessed a \$30.00 *FACTS* fee.
- Families with delinquent accounts will not receive report cards, transcripts, or diplomas until all financial obligations to MHCA are paid **in full or a payment schedule is in effect**. Deviations from an effective payment schedule may result in additional fees.
- Students whose parents/guardians have an outstanding obligation to MCHA from a previous school year will not be permitted to start school the next year until that obligation is paid in full or a payment schedule has been approved by the Administration and is in effect before school starts.

Initials

NOTICE OF NONDISCRIMINATORY ACCEPTANCE POLICY

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Mountain Home Christian Academy admits students of any race, color, nationality and ethnic origin

5. Students whose parents/guardians have an outstanding balance that is not paid by the end of the month will not be allowed to return to school until it is paid or payment arrangements have been approved through the administration. In addition, online communication access (such as Gradelink or other provider) will be de-activated until re-activation is approved.
6. If you have a financial emergency and are temporarily unable to pay, please call the school office immediately.
7. I/We agree that I/we are financially responsible for the payment of this account either individually and/or jointly.
8. Changes to this agreement must be submitted in writing to the school office and approved by Administration.

A copy of the Financial Policies is printed in the Student Handbook/Policy Manual.

I have read Mountain Home Christian Academy’s Financial Policies and the Financial Agreement and will comply with such.

Primary Responsibility	Date
Secondary Responsibility	Date

FACTS

Enrolling in a *FACTS* tuition payment plan allows you to select a payment option that best suits your financial situation. The payment plan options are listed below:

Monthly Payments:

Spread your tuition balance over 10-monthly installments (August-May).
 Payment Methods Offered: *Credit Card, Automatic Bank Draft

Semi-Annual Payments:

Spread your tuition balance over two installments.
 Payment Methods Offered: *Credit Card, Automatic Bank Draft

Payment in Full:

Pay your tuition balance in full by making a one-time payment.
 Payment Methods Offered: *Credit Card, Automatic Bank Draft

*Please note, payments made through a credit card are assessed an additional charge for processing.

 Initials

Student Name: _____ School Year 2020-2021 Grade: _____

FROM NEW STUDENT: To be completed **by all new students in grades 5th through 12th**. We ask the **student** to complete the following information clearly, and honestly.

1. Do you want to attend Mountain Home Christian Academy?

Explain: _____

2. Have you trusted Christ as your personal savior? _____ If yes, when did this occur? _____

3. Do you go to church regularly? _____ Yes _____ No Where? _____

Are you active in a church youth group? _____ Yes _____ No Where? _____

4. What is your favorite school subject?

5. What subject is hardest for you? _____

6. Have you ever failed a subject? _____ If yes, what subject? _____

7. Have you ever been in in-school/out-of-school suspension _____ Yes _____ No; expelled _____ Yes _____ No; _____ academic suspension; _____ behavioral suspension; _____ grade; Reason: _____

8. Have you ever been on probation? _____ Yes _____ No; _____ academic; _____ behavioral; _____ grade; Reason: _____

9. Have you ever been in trouble with law enforcement? _____ Yes _____ No; _____ grade; Reason: _____

10. Have you ever been court appointed to a rehabilitation program, probation, a juvenile detention facility and/or any juvenile services? _____ Yes _____ No; _____ grade; Reason: _____

11. List any honors you have received in school or outside of school.

12. What are the accomplishments you are most proud of in your life?

13. What do you hope to achieve in your life? What are your goals for the future?

14. What is your favorite sport?

15. What are your hobbies and interests? _____



16. Name two of your favorite Bible characters, and why? _____

17. Do you sing? ___ Yes ___ No; Play a musical instrument? ___ Yes ___ No; If yes, which instrument do you play?

18. What other interests do you have?

19. Do you know any current students at MHCA? ___ Yes ___ No; If so, who?

20. State three adjectives that friends might use to describe you:

With my signature below, I certify that I have answered the above questions honestly and completely.

Signature of Student

Date



Mountain Home Christian Academy

1989 Glenbriar Drive, Mountain Home, AR 72653 870-424-6622

Student Reference

Student: _____ grade entering: _____

PARENT: Write the student's name and grade entering on all forms. Send them to his/her most recent teachers, Sunday school teacher, or Pastor.

EVALUATOR: We would appreciate your impressions of the applicant. Please complete the information below. Then mail the form directly to: Mountain Home Christian Academy (attn: Administrator). This information will be kept confidential and will be used to help determine whether or not Mountain Home Christian Academy is a suitable school for the applicant. Thank you for your cooperation.

Check one

	Excellent	Good	Average	Fair	Poor	Not Known
Responsibility						
Reliability						
Orderliness						
Cooperation						
Honesty						
Humility						
Attitude						
Appearance						
Emotional Stability						
Accepts Correction						
Respect for Authority						
Discipline						
Attitude towards Biblical Concepts						
Overall ranking						

Additional Comments: _____

Do you know of any specific problems the student has which would hinder learning?

In what capacity have you known the student? _____ How long? _____

Name: _____ Signature: _____ Date: _____



Mountain Home Christian Academy

1989 Glenbriar Drive, Mountain Home, AR 72653 870-424-6622

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	Excellent	Good	Average	Fair	Poor	Not Known
Responsibility						
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Cooperation						
Honesty						
Humility						
Attitude						
Appearance						
Emotional Stability						
Accepts Correction						
Respect for Authority						
Discipline						
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Overall ranking						

Additional Comments: _____

Do you know of any specific problems the student has which would hinder learning?

In what capacity have you known the student? _____ How long? _____

Name: _____ Signature: _____ Date: _____



Mountain Home Christian Academy

1989 Glenbriar Drive, Mountain Home, AR 72653 870-424-6622

PASTORAL REFERENCE FORM

Parent Name: _____ Student Name: _____

Church: _____ Pastor: _____

Please check the appropriate section or comment further

PARENT INFORMATION

1. Are parents members of your church?

Mother Yes No

Father Yes No

2. Frequency of attendance:

Weekly

Monthly

Occasionally

3. Their involvement includes:

Sunday School attendance

Teaching

Choir

Committees

Youth work

Other _____

4. If there are any other factors we should consider, please state below:

STUDENT INFORMATION

1. Is prospective student a member of your church? Yes No

2. Frequency of attendance:

Weekly

Monthly

Occasionally

3. His/her involvement includes:

Sunday School attendance

Choir

Committees

Youth work

Other _____

4. If there are any other factors we should consider, please state below:

Pastor's signature

Church phone #