

WASHINGTON CHRISTIAN ACADEMY

reverent, adventurous, academically serious

HOW DO I APPLY TO WASHINGTON CHRISTIAN ACADEMY?

⇒ COMPLETE AND RETURN THE FOLLOWING FORMS TO THE ADMISSION OFFICE:

- Application for Admission: Parents' Information – Form 101**
(One per family)
- Application for Admission: Parents' Statement of Faith – Form 101A**
(One per family)
- Application for Admission: Student's Information – Form 102**
(One per student)
- Middle School/Upper School Questionnaire – Form 103**
(To be completed by each student applying for grades 7-12)

⇒ SUBMIT THE FOLLOWING ADDITIONAL ITEMS TO THE ADMISSION OFFICE:

- Application Fee – \$75 per student**
(Other fees may apply—see Admission Testing/Evaluation for details)
- Birth Certificate**
(One copy per student)
- Immunization Records**
(One copy per student)

⇒ HAVE YOUR PASTOR OR CHURCH OFFICIAL COMPLETE AND RETURN TO THE ADMISSION OFFICE:

- Confidential Pastor's Recommendation – Form 105.**
(One per family)
Please complete top portion of form, sign and submit to your Pastor or church official for completion. Please note the recommendation is *confidential* and therefore *the church is required to send your recommendation directly to WCA.*

⇒ **HAVE YOUR CHILD'S CURRENT SCHOOL COMPLETE AND RETURN THE FOLLOWING TO THE ADMISSION OFFICE:**

Request for Records – Form 104

(One per student)

Please complete, sign and submit to your child's current school.
The school should send your child's records directly to WCA.

Confidential Teacher's Recommendation(s)

Please complete the top portion of the form, sign and give to your child's current teacher.
Please note the recommendations are *confidential* and therefore *each teacher is required to send directly to WCA*.

Students for Grades K-2 – Form 106.

One recommendation is required from your child's teacher.

Students for Grades 3-6 – Form 107.

One recommendation is required from your child's teacher.

Students for Grades 7-12 – Form 108.

Two recommendations are required from your child's teachers: one from his/her Math **or** Science teacher **and** one from his/her English **or** History teacher.

⇒ **APPLY ONLINE FOR TUITION ASSISTANCE (IF APPLICABLE):**

- If you believe your family will require Tuition Assistance, please refer to the tuition assistance documents in your packet or on our website. Your tuition assistance application should be completed by the time of your family interview, since both the admission and tuition assistance award decisions are typically made shortly after the interview.

⇒ **ADMISSION TESTING/EVALUATION:**

- WCA requires standardized testing scores as a part of each student's application; testing must have been completed within the previous academic year and scores must be nationally normed. Submit a copy of your child's recent testing results, or if necessary, WCA can conduct admission testing for a \$75 fee. If you indicated such on the application, WCA also requires a copy of your child's IEP or other test report. Due to the extra review process for these documents, an additional \$75 fee applies.

⇒ **FAMILY INTERVIEW:**

- Upon receipt of all of the above items, WCA's Admission Office will contact you to arrange a time for your family to come in for a family interview. This interview lasts approximately one hour.

If you have additional questions, please contact the Admission Office at admission@washingtonchristian.org or 240-390-0429.