

ASSEMBLY CHRISTIAN SCHOOL

Application Process

1. Complete Application: Please complete and/or turn in all required documents listed below.

- _____ Completed ACS Application for Admission
- _____ Completed Parent Questionnaire
- _____ Completed Code of Conduct
- _____ Completed Parental Agreement/Statement of Faith
- _____ Copy of Previous Year's Achievement Test Scores (**Grades 1 –12**)
- _____ Copy of Previous Year's Report Cards (**Grades 1—12**)
- _____ Copy of Academic Transcript (**Grades 10—12**)
- _____ Pastor's Recommendation (**Grades 9-12**)
- _____ Copy of student's Birth Certificate
- _____ Copy of up-to-date Immunization Record
- _____ Copy of student's Social Security Card

Once all required documents are submitted the admissions process will continue as follows:

2. Initial Review: The applicant's file will be reviewed by the administration to determine if ACS is able to meet the needs of the student(s) and family.

3. Testing for Students Entering Grades K-9: Once an initial review of the file is complete, an ACS representative will contact you to schedule entrance exams. A fee of \$25.00 is due at the time of testing.

*Students applying for admission in 10th-12th grades must have achieved a GPA of 2.0 in all prior coursework, and cannot have an "F" average in Math or English.

4. Interview: After the testing scores and/or transcripts are reviewed and it is determined the student meets ACS academic requirements, an interview will be scheduled with the administration.

5. Response: Once all the information has been reviewed, enrollment status will be confirmed by a phone call.

6. Registration: Financial arrangements with the office must be completed after the student is accepted.

NON-DISCRIMINATION POLICY:

Assembly Christian School admits students of any race, color, national and ethnic origin to all right, privileges, programs, and activities made available to students at the school. It does not discriminate on the basis of race, color, national, or ethnic origin in administration of its educational policies, admission policies, scholarship and loan programs, athletic, and other school administered programs.