SCA

Admissions Procedures Checklist

Step I

- ❖ Visit the school website: www.savannahchristianacademy.org and locate the Parent/Student Handbook under *Parents' Section*
- ❖ Read through the handbook, paying special attention to the following:
  - o Code of Ethics
  - o Statement of Faith
  - o Enrollment Requirements
  - o Policies and Procedures
- ❖ Call to schedule school tour and classroom observation/visit as well as to set up a time to meet with the principal

Step II

- ❖ Schedule time to have potential student tested; please allow 1-2 hours for this to be completed; students are assessed in the areas of reading, writing, and math
- ❖ When bringing child for testing, submit copies of child's latest report card and his/her most recent achievement test scores

Step III

- ❖ Once testing has been completed and discussed, the enrollment process may begin. Complete an Application for Admission form.
- ❖ Submit the following:
  - o Copy of child's birth certificate
  - o Original and up-to-date shot/health record
  - o Copy of insurance card
- ❖ Sign and submit SCA's Financial Agreement
- ❖ Submit student registration fee of $75.00