Lititz Christian School

Admissions Interview for Enrollment

Prospective Student Name:_____ Grade:_____

Prospective Student Name:_____ Grade:_____

Prospective Student Name:_____ Grade:_____

Prospective Student Name:_____ Grade:_____

Prospective Student Name:_____ Grade:_____

Parent Name(s)_____

Documents Attached:

- ☐ Application Form
- ☐ Family Profile and Commitment
- ☐ Educator's Recommendation
- ☐ Student Essay (Secondary Students)
- ☐ Parent Statement of Faith
- ☐ Tuition Commitment
- ☐ Electronic Transfer Funds Application
- ☐ Transportation Form

Completed Forms:

- ☐ Recent photo of Student
- ☐ Birth Certificate
- ☐ Student Immunization Record
- ☐ Request for Transfer of Records
- ☐ Assessment Information
- ☐ Disciplinary Records
- ☐ Student Immunization Record
- ☐ Health History Form
- ☐ Emergency Contact Form
- ☐ Home Language Survey
- ☐ Dental/K,1st, 3rd, and 7th Grades
- ☐ Physical/1st, 6th, and 11th Grades
- ☐ Child Health Report (Preschool-Kindergarten)

Date of Interview_____

Time_____

LC: Elementary_____

LC: Middle/High_____

Interview by:_____

Interview with Finance Manager:_____

Registration Fee Received:

Check #_____ Amt_____

Student (s) Admitted: Y / N

Signature:_____

Test Date:_____

Date Acceptance Letter Mailed:_____

Comments:_____

Lititz Christian School

Lititz Christian School admits students of any race, color, national or ethnic origin to all the rights, privileges, programs, and activities made available to students at the school.

Family Profile and Commitment

FAMILY INFORMATION (To be completed by parent or guardian):

Home Address_____ Telephone _____

_____ _____ _____
City State Zip Code

Marital Status: ___Married ___Widowed ____Separated ___Divorced ___Remarried ___Single

FATHER

Name _____
Occupation _____
Employer _____
Business Address _____
Business Telephone _____
E-mail Address_____
Cell Phone _____

MOTHER

Name _____
Occupation _____
Employer _____
Business Address_____
Business Telephone_____
E-mail Address _____
Cell Phone _____

CUSTODY: _____Both Parents _____Father _____Mother _____Guardian

STUDENT RESIDES WITH:_____

SHOULD NON-CUSTODIAL PARENT/GUARDIAN: Be listed in the school directory? _____Yes _____No
Receive school correspondence? _____Yes _____No
Receive progress reports and report cards? _____Yes _____No

Name and address of non-custodial parent if not listed above:_____
_____

CHURCH INFORMATION

Name and address of the church you attend._____

Pastor's Name_____

COMMITMENT

By signature below, I give consent for Lititz Christian to use my child's picture in publications and promotional video and on the Lititz Christian website.

REQUEST FOR TEXTBOOKS/MATERIALS

Pennsylvania makes available textbooks and certain instructional materials to students in private schools. In order for Lititz Christian to receive these materials parents/legal guardians must request the loan of these materials for their child's use by placing a check in the box below.

☐ **I hereby request the loan of instructional materials and textbooks in accordance with Act 90 and Act 195 for my child attending Lititz Christian School in Lititz, Pennsylvania.**

WITH THIS APPLICATION I AM ENCLOSING THE ENROLLMENT FEE as outlined in the *Financial Agreement*. If admission is not granted, 90% of the fee will be refunded.

Signature of Parent/Guardian _____ Date _____

LITITZ CHRISTIAN SCHOOL

Parent Statement of Agreement

One parent is required to write 3 to 5 sentences explaining who they understand Jesus Christ to be.

_____

_____

_____

_____

_____

_____

_____

_____

Parent's Signature

We the undersigned agree to abide by the policies and procedures in the Student-Parent Handbook.

Student's name _____

Student's name _____

Student's name _____

Student's name _____

_____ _____

Parent's Signature Date

*** The Student-Parent handbook can be found on the LC website (www.lititzchristian.net)**

LITITZ CHRISTIAN SCHOOL
MORNINGSTAR CHILDCARE AND ACADEMICS
501 W. LINCOLN AVE. LITITZ PA 17543 • 717.626.9518

LITITZ CHRISTIAN SCHOOL

2011-2012 Tuition Rates and Computation (page 1)

REGISTRATION FEE: Kindergarten – 12th Grade

	Before March 22, 2011	**After** March 22, 2011
New Student	$170	$200
Current Student **#1**	$125	$175
Current Student **#2**	$100	$150
Current Student **#3**	$75	$125
Current Student **#4**	$75	$125
Current Student **#5**	$0	$50

- The Registration Fee is charged for each student annually and reserves a space for your child. Enrollment is considered after the registration fee is paid. The registration fee is payable in full upon enrollment.
- The registration fee is NOT refundable.

***PRESCHOOL/PRE-KINDERGARTEN STUDENT(S)*:** REGISTRATION FEE

- A registration fee of $90 per student. The Registration Fee is charged annually and reserves a space for your child. Enrollment is considered after the registration fee is paid. The registration fee is payable in full upon enrollment.
- The registration fee is NOT refundable.

REFERRAL CREDIT:

- Referring family earns $250 for each first-time family who enrolls at least one student in grades Preschool-12 and completes at least one semester. This credit will be awarded as a tuition credit February 1, 2012.

RE-ENROLLMENT:

- Accounts must be current before consideration for re-enrollment.

EARLY WITHDRAWAL:

- Tuition payments are due the first of each month. In the event of separation between the student and the school due to withdrawal, suspension, or dismissal from the school, monthly tuition payments will not be refunded. The school principal should be notified at least ten days in advance of the final date a student will attend school. All charges related to the student's enrollment must be paid up to the date of withdrawal. Attendance for any part of a month will be considered a full month's attendance for purposes of determining tuition.
- Fee for early withdrawal is $125 for each incomplete quarter.

LATE FEE:

- A 7% late fee will be assessed on accounts for which payments are not received by the 15th of the month.

MISSED PAYMENT:

- When accounts are 45 days delinquent, students represented by the account will not be permitted to attend school until the account is current.
- Student records, including report cards, transcripts, and diplomas will be released when all academic and financial obligations have been met.

RETURNED CHECKS (NSF):

- If any checks are returned to us from your bank, the following charges will apply:
  - First Offense: $25 service fee, notification of parents, notice of our policy
  - Second Offense: $40 service fee, notification of parents, notice of our policy
  - Third Offense: $50 service fee, all further payments must be made by cash, cashier's check, or certified funds.

Parent Copy

LITITZ CHRISTIAN SCHOOL

Tuition Assistance and Guidelines

TUITION ASSISTANCE:

Student tuition assistance is set aside every year to assist in providing a Christian education for qualifying families who otherwise would be unable to meet the financial obligations established by the school. Tuition assistance is granted on an income-related basis, with specific amounts determined by the total funds available for the year. **Applications for tuition assistance will be available on March 1, 2011, and are due by April 1, 2011. The enrollment process must be completed before tuition assistance can be determined.**

ELIGIBILITY GUIDELINES FOR TUITION ASSISTANCE:

The following criteria may be used as a guideline for determining financial aid eligibility:

Family income up to $60,000 with one child
Family income up to $70,000 with two children
Family income up to $80,000 with three children
Family income up to $90,000 with four children
Family income up to $100,000 with five children

Tuition Commitment

PAYMENT OPTIONS:

Please check the payment option that works best for your family:

- ☐ One Payment Option: Due August 1, 2011 (pre-authorized debit optional)
- ☐ Two Payment Option: Due August 1, 2011 and January 1, 2012 (pre-authorized debit optional)
- ☐ Eleven Month Payment Option by preauthorized debit on the 1st of each month (July, 2011 – May, 2012)

Note: The Eleven Month Option must be paid via EFT (Electronic Funds Transfer.) Application attached.

PARENTAL COMMITMENT:

As parents, we understand and agree to abide by the above Financial Agreement.

_____	_____	_____
FATHER	**MOTHER**	**DATE**

Tuition covers 81% of our total operating costs. Therefore, additional funds need to be raised to meet budget. This money comes from gifts given by individuals who wish to make an investment in the lives of our students. Approximately $1,000 per enrolled student is needed to bridge this gap.

LITITZ CHRISTIAN SCHOOL
MORNINGSTAR CHILDCARE AND ACADEMICS
501 W. LINCOLN AVE. LITITZ PA 17543 • 717.626.9518

Lititz Christian School

Authorization for Direct Debit
EFT (Electronic Funds Transfer)

I authorize Lititz Christian School to process automatic payments on the 1st of each month from my:

☐ Checking Account ☐ Savings Account

Bank Name:_____

City:_____

State:_____

Account Number:_____

Bank Routing Number:_____

Dollar Amount:_____

Please deduct: ☐ Monthly ☐ Annually ☐ Semi-Annually

Beginning on:_____

Ending on:_____

This authorization is to remain in full force and effect for the above stated time frame unless the Lititz Christian School Business Office receives written notification from me (named as follows) of its termination in such time and in such manner as to afford Lititz Christian School and the Depository a reasonable opportunity to act on it.

A $25 fee will be assessed if the pre-authorized debit is returned for Non-Sufficient Funds.

Printed Name(s):_____

Signature:_____

Date:_____

Please attach a voided check from the checking account to be drafted.

Lititz Christian School
MorningStar Childcare and Academics
501 W. Lincoln Ave. Lititz PA 17543 • 717.626.9518

Lititz Christian School

Transportation Form

BUS INFORMATION:

Is bus transportation needed for your student(s)? _____Yes _____No

Name of School District in which the student(s) reside(s):_____

CHILD AUTHORIZATION FORM:

I, _____, authorize Lititz Christian/MorningStar Academics to
(Parent's Name)

release my child, _____, to the person(s) designated.
(Child's Name)

Designated Custodian(s) Name	Phone Number	Relationship
1._____	_____	_____
2._____	_____	_____
3._____	_____	_____

(#3 should be name of a person located outside of the immediate area).

_____ _____ _____
Your Signature Relationship Date

_____
Print Name

_____
Address

_____ _____ _____
Home Phone Work Phone Cell Phone

Note: Parents and guardians should designate themselves as designated custodians. Friends, neighbors, and other relatives may also be designated. PLEASE PRINT CLEARLY.

STUDENT DRIVERS:

Name:_____ Grade:_____ Age:_____

Make/Model of Car:_____ License Plate #_____ Color of Car:_____

Parent Signature:_____

Please see Student Handbook online for Lititz Christian Student Driving Rules. Student drivers in violation of any of the Student Driver Rules may have the privilege of driving to school suspended by the Secondary Principal.

Lititz Christian School

Student Essay (Secondary Students Only)

Please communicate a one page essay describing your relationship and/or understanding with Jesus Christ.

LITITZ CHRISTIAN SCHOOL

Educator's Recommendation

_____ has chosen to apply to Lititz Christian School. Your honest assessment of this student would be greatly appreciated. Please be so kind as to return this form to the following address within 2 weeks:

Attention: Admissions
Lititz Christian School
501 W. Lincoln Ave.
Lititz PA 17543

Educator's Name _____ Date _____

School District _____ Phone _____

Parents/guardians have the legal right to view their student's file.

Student's academic strengths:

_____

_____

_____

_____

_____

_____

Student's academic needs:

_____

_____

_____

_____

_____

_____