



## How to Join the Pack Applying for Admission

Students applying for admission to RCA must complete/submit the following information. All supplemental documents may be uploaded to your online application or brought in hard copy form to the school office. Upon acceptance, **registration** must be completed online, which includes signing an enrollment contract and selecting a payment plan through FACTS.

### Junior & Senior Kindergarten Admission Procedures

1. Complete online **Enrollment Application** (online: [rossvillechristian.com/admissions](http://rossvillechristian.com/admissions))
2. Complete **Developmental Questionnaire** (available in the online application)
3. Attend a “**Shadow Day**” (email [jbailey@rossvillechristian.com](mailto:jbailey@rossvillechristian.com) to schedule)
4. Complete **Interview/Evaluation** with Dean of Academics and/or Jr. K/Sr. K Teacher
5. Submit **birth certificate** and **immunization records**, and any **professional report with diagnosis**, if one has been administered (e.g. psychological, neurological, speech, etc.)

### Grades 1-12 Admission Procedures

1. A completed **Enrollment Application** (online: [rossvillechristian.com/admissions](http://rossvillechristian.com/admissions))
2. Student’s Academic **Grade Report**
  - **Grades 1-8:** most recent report card/progress report
  - **Grades 9-12:** transcript **and** most recent report card/progress report
3. Any **professional report with diagnosis**, if one has been administered (e.g. medical, psychological, neurological, speech, etc.)
4. **Discipline log** from previous school (if student has no discipline record, a statement from the school stating such is still required)
5. One (1) **Evaluation from Current Teacher** (form available in online application) \*This evaluation will be emailed or faxed directly from the teacher to RCA.
6. A signed **Request for School Records** form (form available in online application)
7. **Testing** will be administered if deemed necessary.
8. After **all** documents listed above have been submitted, the Head of School and/or Dean of Academics will interview applicant.