

**KNOLLWOOD CHRISTIAN ACADEMY
APPLICATION FOR ADMISSION
2024-2025**

Date: _____

Grade applying for: _____

(PLEASE PRINT CLEARLY)

I. STUDENT INFORMATION:

Child's Name: (FIRST) _____ (MIDDLE) _____ (LAST) _____

Address: _____

City: _____ State: _____ Zip Code: _____

Best Contact Phone Number: (_____) _____

Child's Date of Birth: ____/____/____ Child's Place of Birth (City/State): _____

Child's Social Security Number: _____ - _____ - _____ Male Female

Student lives with: Both
Mom
Dad

II. PARENT OR GUARDIAN INFORMATION:

Birth Father's Name: (FIRST) _____ (MIDDLE) _____ (LAST) _____

Address: _____

City: _____ State: _____ Zip Code: _____ Cell Phone: _____

**Employer/Occupation: _____ Work Phone: _____ Ext.: _____

Father E-Mail Address: _____

Birth Mother's Name: (FIRST) _____ (MIDDLE) _____ (LAST) _____

Address: _____

City: _____ State: _____ Zip Code: _____ Cell Phone: _____

**Employer/Occupation: _____ Work Phone: _____ Ext.: _____

Mother E-Mail Address: _____

Step-Parent/Guardian's Name: (FIRST) _____ (MIDDLE) _____ (LAST) _____

Address: _____

City: _____ State: _____ Zip Code: _____ Cell Phone: _____

**Employer/Occupation: _____ Work Phone: _____ Ext.: _____

Step-Parent/Guardian E-Mail Address: _____

** If you are self-employed, please list the name of your business.

(See Reverse Side)

III. In case of emergency and parents cannot be contacted, who may be contacted locally? (please list 1st and 2nd choice).

Name: _____ Phone: _____ Relationship to Child: _____

Name: _____ Phone: _____ Relationship to Child: _____

List the names of persons into whose care the child may be released without permission from the parent or guardian:

IV. PARENTS' MARITAL STATUS: SINGLE SEPARATED MARRIED DIVORCED WIDOWED
 NEVER MARRIED—OFFICIAL LEGAL CUSTODIAN

If divorced, list the person who has custody of the student. (Please include copy of Order of the Custody application).

V. MISCELLANEOUS INFORMATION:

Has this child had discipline problems? ____ YES ____ NO

If YES, please explain: _____

Has this child had academic problems previously? ____ YES ____ NO

If YES, please explain: _____

Has this child had any testing evaluation? ____ YES ____ NO If YES, please provide copies of testing.

Church Affiliation (Name of Church): _____

School presently attending: _____ (if school is out of town, please supply address below).

Address: _____ City: _____ State: _____ Zip: _____

A copy of the previous year's report card must be submitted with the application.

Does the child have other siblings? (Please list names and ages). _____

State briefly why you are enrolling your child in Knollwood Christian Academy _____

FIRST TIME REGISTRANTS: Please list the name of the person who referred you to Knollwood Christian:

PARENT OR GUARDIAN SIGNATURES:

_____ DATE: _____

_____ DATE: _____

Teacher Request: _____ Requests are not guaranteed and must be made by June 30th in order to be considered.

NOTE: Knollwood Christian Academy does not discriminate on the basis of race, color, nationality or ethnicity.

**KNOLLWOOD CHRISTIAN ACADEMY
FINANCIAL AGREEMENT
2024-2025**

- Registration is non-refundable/non-transferable.
- There is a five percent (5%) discount on tuition if the yearly amount is paid by August 1, 2024 (not eligible after August 10). The annual building fee (\$250) must also be paid at this time.
- The person who signs the financial sheet and enrolls the student is responsible for all the student's expenses.
- Tuition will not be prorated for a partial month. If student attends for any part of the month, the total monthly payment is due.
- Payment for books and fees are due by JUNE 1.
- Book, Activity and Technology Fees are non-refundable if student attends school for any portion of the year.
- Tuition payments will be drafted on the 1st of each month. A draft fee of \$2.00 per month will be added to the monthly tuition payment. A late fee of \$25.00 will be charged if bank draft fails.
- Tuition is due by the 10th of each month. Tuition payments not received by the 10th will be accessed a late fee of \$25.00.
- Tuition is due on the 1st of each month and past due after the 10th. A \$25.00 late fee will be added if not paid by the 10th of each month.
- When a tuition account becomes 30 days past due, the student may not return to school until the account is made current.
- I/We agree that if our balance becomes delinquent, defined as 90 days past due, and is referred to a collection agency or attorney, we shall be responsible for collection fees equal to 33 1/3% of the balance. We further understand and agree that if legal action is taken to collect the balance, we shall also be responsible for all court cost.
- On checks that are returned because of non-sufficient funds, \$25.00 will be charged. If a family has two (2) checks returned because of non-sufficient funds, payment after that must be made in cash.
- We do not accept post dated checks.
- Report cards and permanent records will not be released unless all accounts are paid up-to-date. This includes school fees, lunch charges, library fees, and payments to daycare.

I agree to pay _____ months, beginning _____ 2024 through May, 2025 at the rate of \$ _____ per month— plus \$2.00 monthly bank draft fee for the total payment of \$ _____.

Your signature indicates that the financial information has been read and understood.

SIGNATURE: _____ DATE: _____

**KNOLLWOOD CHRISTIAN ACADEMY
TUITION AND FEES
2024-2025**

TUITION:

GRADES K3—8TH GRADE \$5,083.00 yearly

5% discount if tuition and fees are paid in full by August 10, 2024

Building Fee:

\$250.00 per family yearly/Paid by Dec. 1

Payment Options:

MONTHLY: 10 Month (starts Aug. 1)
11 Month (starts July 1)
12 Month (starts June 1)

Tuition - \$508.00 + \$2 = \$510.00
Tuition - \$462.00 + \$2 = \$465.00
Tuition - \$424.00 + \$2 = \$426.00

All installment payments will be done thru bank draft, on the 1st of each month, with a charge of \$2.00 per month.

ANNUAL FEES:

REGISTRATION

(payment due at time of registration; non-refundable; non-transferable)

\$250 First Time Registration (per student)
\$200 Re-enrollment per child (thru 2/2/24)
\$225 Re-enrollment per child (after 2/2/24)

TESTING—New Incoming Students Only

(payment due at time of registration; non-refundable)

\$20 Grades 1-8

K3 BOOK, ACTIVITY AND TECHNOLOGY FEE

\$300

K4 & K5 BOOK, ACTIVITY AND TECHNOLOGY FEE

\$350

1st - 8th BOOK, ACTIVITY, AND TECHNOLOGY FEE

\$450

Book, activity and technology fees are due by JUNE 1.

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Knollwood Christian Academy does not discriminate on the basis of race, color, nationality or ethnicity