

Huntsville Christian Academy

175 W PARK LOOP NW HUNTSVILLE, AL 35806 256.895.9550

STUDENT ENROLLMENT APPLICATION

SCHOOL YEAR 2017-2018

STUDENT'S SECTION

Name (F/M/L):			SS #		M	F
Address:			Phone:			
City:	State:	Zip:	Age:	DOB:	Grade:	

Please submit a copy of child's Birth Certificate and Social Security card with enrollment papers.

STUDENT SCHOOL HISTORY

Has applicant ever been suspended or expelled from any school? •Y •N	Has applicant ever failed any grade: •Y •N If yes, what grade(s):
If ever suspended or expelled, please give explanation: _____ _____	If ever suspended or expelled please give School Name: _____

SPIRITUAL INFORMATION

Has applicant received Jesus Christ as their personal Savior? •Y •N	Church Name:
Does applicant attend church regularly? •Y •N	Pastor: _____ Phone: _____

FAMILY SECTION (FATHER)

(MOTHER)

Name:	Name:
Employer:	Employer:
Work Phone: _____ Cell: _____	Work Phone: _____ Cell: _____
Spiritual Commitment: Have you received Jesus Christ as your personal Savior? •Y •N	Spiritual Commitment: Have you received Jesus Christ as your personal Savior? •Y •N

EMAIL ADDRESS: _____

SCHOOL TEXTING SERVICE: To get on our group texting service where we inform you of important news, please do the following; **Send a text to 81010 with the following message - @1994hca.** You will receive a text back asking if you are a parent, student, or teacher. You will then begin receiving messages from us concerning weather closing, early dismissals, etc.

Huntsville Christian Academy admits students of any race, color, gender, national and ethnic origin to all rights, privileges, programs and activities made available to the students of the school. It does not discriminate on the basis of race, color, gender, national and ethnic origin in the administration of its educational policies, athletics, or any other school administered programs.

LIST ANY UNUSUAL FACTORS IN THE LIFE OF THE APPLICANT (Examples: Absence of father or mother, adoption, unusual accidents, serious illness, etc.)

RESPONSIBLE ADULT TO CONTACT IF PARENTS CANNOT BE REACHED:

Name: _____ Phone: _____
Relationship: _____

I will read the HANDBOOK. I will then declare myself willing to cooperate with the school in its endeavor to maintain these regulations and high Christian standards or put in writing any concerns I have with provisions therein and discuss these with the Superintendent.

FATHER'S SIGNATURE _____ Date: _____

MOTHER'S SIGNATURE _____ Date: _____

HUNTSVILLE CHRISTIAN ACADEMY

Fee Schedule

(As of 02/16/17)

Tuition and Registration

Huntsville Christian Academy provides a quality Christian education at a cost that is competitive with other institutions in North Alabama. Registration fees are due at enrollment; these fees provide the ability to order necessary materials for the instruction of our students, including books and computer curricula. Should a student require additional curriculum or a new workbook for rework/retesting, an appropriate fee is charged.

Age Range	Registration	Monthly Tuition
Kindergarten (K3, K4, K5)	\$500.00	\$480.00
Grades 1-6	\$550.00	\$435.00
Grades 7-8	\$600.00	\$468.00
Grades 9-12	\$700.00	\$468.00

Tuition paid for the full year by August 1st receives a 2% discount. Opting for monthly payments may only be done by Automatic Bank Draft and requires an additional (one-time) fee to cover the cost of setting up the bank draft.

Kindergarten classes include books and Art class materials as part of the tuition.

Tuition Discounts

Discounts are available to families that choose to enroll more than one child:

Child	Discount
Highest Tuition	Full rate
Next Highest Tuition	5% discount
Third Highest Tuition	10% discount
Least Tuition	50% discount

Fees

Potential fees for registration, activities, and services. Not all fees will apply – if you are unsure, please ask. Unless otherwise noted, fees are per student.

Fee	Amount
Automatic Bank Draft (per family)	\$38.00
Activity Fees (Art, Music, FB, BB, VB, Cheer)	\$150.00
Graduation	\$150.00
Drop-In After Care Rate Payment is due at time of pick up.	3:16 – 3:30 = \$15.00
	3:31 – 3:45 = \$30.00
	3:46 – 4:00 = \$45.00
	After 4:00 = \$60.00
After 5:30 Pick-Up Payment is due at time of pick up.	Additional \$60.00

Extended Care

Students may be enrolled in Extended Care, if desired. Students in Before Care may be dropped off as early as 6:25am. Students will be billed if dropped off between 6:25am – 7:25am. Students in After Care may be picked up as late as 5:30pm. Extended Care fees are monthly, except for the Registration Fee. Fees must be paid by Automatic Bank Draft and will be added to the Tuition draft.

Registration (one-time)	\$35.00
Before Care – Monthly	\$30.00
After Care – Monthly	\$125.00

HUNTSVILLE CHRISTIAN ACADEMY 2017-2018 ENROLLMENT AND TUITION CONTRACT

THIS IS A BINDING CONTRACT, PLEASE READ CAREFULLY

STUDENT	GRADE	REGISTRATION FEE	ELECTIVES	ANNUAL TUITION
1.				
2.				
3.				
4.				
ACH Fee (per family)		\$38.00		
TOTALS				
			GRAND TOTAL	

In consideration of Huntsville Christian Academy agreeing to accept the above student(s) for the 2017-2018 School Year:

1. I (We) will pay the tuition by:

_____ Payment in full by August 1, 2017 (2% discount).

_____ Installment payments of \$_____ per month for _____ months commencing on _____ and on the (1st) day of each succeeding month. I have delivered to Huntsville Christian Academy an Authorized Agreement for automatic payment at _____ Bank. I (We) agree to maintain funds in said account to cover the bank drafts and not stop payment thereon under any condition. There is a \$30.00 fee for returned checks or bank drafts. ****The May draft will consist of whatever balance is due on the account.**

_____ Semester payments of \$_____. I have delivered to Huntsville Christian Academy post-dated checks for the months of June and December.

2. I (We) will pay the following fees upon enrollment (where applicable):

_____ Art or Music - \$150.00 per child

_____ Current Events – no charge

_____ Sports/Cheerleading Fee - \$150.00 per child

_____ Eighth Grade Graduation Fee - \$15.00

_____ Senior Graduation Fee - \$150.00 per child

_____ Extended Care Registration - \$35.00. Please check: Before Care (\$30/mo) After Care (\$125/mo) per child

All accounts must be current in order for students to receive a grade in any course. Final grades, transcripts, and/or records will be withheld while the tuition and/or fees are in arrears. If tuition and/or fees are in arrears, the student may not register for the next school year until the account is current. The parents and the student(s) agree that all privileges of attendance may be withdrawn for any academic or disciplinary reason or for failure to pay any sum due under the terms of this agreement or any other agreement of the school.

Initial Here: _____

I (we) understand that if my (our) child(ren) are withdrawn from HCA during the academic year, I (we) maintain the responsibility for the balance of the tuition/fees as listed on this contract.

Initial Here: _____

- ◆ Registration fee is due upon enrollment.
- ◆ Monthly tuition is due on the first (1st) of each month. Monthly payments accepted by Automatic Bank Withdrawal only. Semester payments at enrollment and Dec. 1st by post-dated checks only.
- ◆ Repeat/Scoring Violation PACEs/LifePacs - \$8.00 each.
- ◆ A \$30.00 late fee will be charged to delinquent accounts if payment is not received by the 15th of the month.
- ◆ Each returned check or bank draft will be charged a \$30.00 NSF fee.
- ◆ NO REFUNDS ON TUITION AND FEES FOR ANY REASON.
- ◆ Tuition cannot be transferred from one student to another.
- ◆ Graduation fees are due NLT March 01, 2018. Seniors - \$150.00.
- ◆ In the event of default or failure to honor the terms of this agreement, I will be responsible for all costs of collection (including collection agency and attorney fees) should it be necessary to refer my account to an outside collection agency.
- ◆ Should I take legal action against Vision Ministries, Inc./Huntsville Christian Academy, their administration, board of directors, or employees for any reason, the parent(s), legal guardian, or responsible party agree(s) to the following: That if the school, employee, administration, or board of directors thereof be found not to be at fault, the parent(s), legal guardian, or responsible party agree(s) to pay to the school attorney fees, court costs, damages or other costs that the aforesaid party might have incurred in defending against such legal charges.

Parent or Legal Guardian

Date

2017-2018
FINANCIAL COMMITMENT UNDERSTANDING

Romans 13:8 reads *“Let no debt remain outstanding, except the continuing debt to love one another.”*

I fully understand that I am entering into a commitment with Huntsville Christian Academy that involves the cost of tuition for one full year. Should I withdraw my child before the school year is complete (May 2018), I commit to pay the tuition in-full. I also agree not to ask for an exception to this commitment.

Parent Signature

Date



Huntsville Christian Academy 2017-2018 School Year

Pre-authorized Payment (Debit) Service Authorization Agreement (ACH)

Name: _____
(As it appears on your checking/savings account)

I (we) authorize the above COMPANY and the financial institution listed below to electronically debit my (our)
 Checking **Savings Account** specified below:

_____	_____	
Bank Name	Branch Location	
_____	_____	
City	State	_____
		Zip Code
_____	_____	
Bank Transit/ABA Number	Account Number	

This authority is to remain in full force and effect until COMPANY and BANK have received written notification from me (or either of us) of its termination in such time and in such manner as to afford COMPANY and BANK a reasonable opportunity to act on it. A copy of this Authorization Agreement must be given to the customers and will be provided by COMPANY, upon request, to the BANK.

Monthly Tuition amount to be withdrawn: \$ _____

Signature

Date

Please staple to this form a voided check to verify bank account.



Huntsville Christian Academy Extended Care Registration Form

Student _____ **Grade** _____

Please list any allergies: _____

Student _____ **Grade** _____

Please list any allergies: _____

Student _____ **Grade** _____

Please list any allergies: _____

Student _____ **Grade** _____

Please list any allergies: _____



EMERGENCY INFORMATION FOR HCA *(please print this information)*

Father's Name _____

Home phone: _____ Cell phone: _____ Work phone: _____

Mother's Name _____

Home phone: _____ Cell phone: _____ Work phone: _____

People other than parents that have permission to pick up student:

Name _____ Phone: _____

Name _____ Phone: _____

Name _____ Phone: _____

Upon registration of my child(ren) in the HCA After Care program, I agree to the fees and conditions due to HCA as stated in the HCA Tuition and Fee Schedule.

Parent/Guardian Signature

Date

Registration Fee Paid _____ (for office use only)



Huntsville Christian Academy

Parental Agreement

VISION

Laying a Godly foundation for the next generation.

MISSION STATEMENT

Our mission is to provide a safe, Christian environment that promotes academic excellence enabling all students to achieve their highest potential and to develop Christ-like values.

STATEMENT OF FAITH

- The inspiration of the Bible, equally in all parts and without error in its origin.
- The one God, eternally existent Father, Son, and Holy Spirit, Who created man by a direct immediate act.
- The pre-existence, incarnation, virgin birth, sinless life, miracles, substitutionary death, bodily resurrection, ascension to Heaven, and the second coming of the Lord Jesus Christ.
- The fall of man, the need of regeneration by the operation of the Holy Spirit on the basis of grace alone, and the resurrection of all; to life or damnation.
- The one who physically dies in his sins without Christ is hopelessly and eternally lost in the lake of fire and has no further opportunity for repentance. The lake of fire is eternal.
- The spiritual relationship of all believers in the Lord Jesus Christ, living a life of righteous works, separated from the world, witnessing of His saving grace through the ministry of the Holy Spirit.
- The act of Water Baptism which is by immersion and is a direct command of our Lord for believers.
- The Lord's Supper (communion) which symbolizes the Lord's death on the cross. The bread represents His body, the cup represents His blood.

HUNTSVILLE CHRISTIAN ACADEMY'S EDUCATIONAL PHILOSOPHY

The educational philosophy of Huntsville Christian Academy is based on a God-centered view of truth as presented in the Bible. The integrating center for the educational experiences of a student is found in the person of Jesus Christ and His written Word-the Bible (Proverbs 22:6; Deuteronomy 6:1-6; Matthew 28:19). Recognizing the pressures upon a young person today, HCA offers an environment that promotes and teaches spiritual principles of living and encourages normal human relations within the context of Biblical imperatives (2 Timothy 3:15-17). HCA's curriculum arises from a philosophy that places God, not man, in the center of all things (Colossians 2; 3; Proverbs 1:7; 14:1). Emanating from this philosophy is the challenge to students to use every talent vigorously, "...as unto the Lord" (Romans 12:1-2). Students should be prepared to meet life's intellectual and philosophical challenges with a well-reasoned faith (2 Timothy 2:15; 1 Peter 3:15; Colossians 2:8; 2 Corinthians 10:5).

PARENTS/GUARDIANS STATEMENT OF UNDERSTANDING, SUPPORT AND COMMITMENT

I/We have read the Vision, Mission Statement, Statement of Faith and Educational Philosophy and are willing to have my/our student(s) educated in accordance with them.

ACTIVITIES

I/We give permission for my/our child/ren to take part in school activities, including school-sponsored trips away from school premises.

(Please see back of page.)

DISCIPLINE AND CONDUCT

The school shall have authority to discipline my/our child/ren when necessary in accordance with applicable Alabama State laws and will require my/our child/ren to comply with all school regulations. I/We agree that I/we will cooperate and discipline my/our child/ren at home as needed. I/We understand that a child who persists in unacceptable conduct will not be permitted to remain in school. I/We further agree to require my/our child/ren to show respect for those in authority over them in the school, such as teachers, assistants, janitors, administrators, and staff. If the Administration deems that corporal correction is necessary, we will follow the procedures as stated in the HCA Student Handbook under Corporal Correction.

FIELD TRIPS

Parent or guardian will be notified in advance of all field trips.

GRIEVANCES

I/We pledge my/our loyalty to the aims and ideals of the school and will bring all questions and concerns directly to the appropriate teacher/administrator so that those in authority may properly consider them.

LIABILITY

I/We release Huntsville Christian Academy from all liability, except negligence, while my/our child/ren is/are under school care and responsibility.

PARENTAL INVOLVEMENT

I/We understand that the philosophy of the school cannot be fulfilled without parental involvement. This involvement shall include, but not be limited to: participation in fundraising activities, attendance at school functions and parent meetings, homework information sent home from the school, and communication with our child/ren's teacher(s).

PHOTOGRAPHS

I/We hereby give permission to HCA to photograph my/our child/ren for house pictures, snapshots of parties and special events, for publicity, or by an authorized studio.

PLACEMENT

I/We understand that the school has full discretion in the class placement of my/our child/ren and pledges to work closely with the parents in this placement.

SCHOOL HEALTH POLICY

I/We understand that in the event my/our child/ren becomes ill or sustains an injury that is of an emergency nature while in the care of HCA, 911 will be called, the parent notified, and the child transported to the nearest hospital for care. If the illness or injury is of a less serious nature, HCA personnel will evaluate, treat if necessary (ex: cleansing a wound), and notify the parent. I/We give permission for HCA staff to administer first aid or CPR as deemed necessary.

I/We have read this agreement carefully and hereby agree to its terms.

Parent/Guardian Signature

Date

HUNTSVILLE CHRISTIAN ACADEMY

Child #1 _____

Child #2 _____

Child #3 _____

Child #4 _____

PICK UP LIST

Name	Relationship to Student
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

I, _____, give permission for the person(s) listed above to pick my child up from school. I understand that my child will only be allowed to leave school property with persons on the pick-up list. I also fully understand that it is my responsibility to notify the school office should my pick-up list need to be changed for any reason.

Mother's Name

Date

Father's Name

Date

2017-2018 School Supply List

****All Students** are to bring the following items, as well as what is required for each individual class:

3 containers of Clorox Wipes

3 Rolls of Paper Towels

3 Boxes of Kleenex

1 Set of Headphones (except K4, K5)

1 Pack of Paper Plates (not foam)

1 Magazine Holder for PACEs (except K4, K5)

<u>PreK-K:</u>	<u>Complete</u> Change of Regular Clothes Multi-Colored Dry Erase Markers 1 Boxes Quart Zip Lock Bags (Girls) 2 Coloring/Activity Books 1 Blunt Tip Scissors 1 Ream Card Stock Crayola Washable Markers Blanket / Pillow for nap	4 (or more) Glue Sticks 3 Pink Erasers 1 Boxes Gallon Zip Lock Bags (Boys) 24 Crayola Crayons 3 Bottle Hand Soap 2 Pkg Fun Stickers 1 Pkg Construction Paper
<u>Grades 1-2</u>	Crayola Twistable Crayons 4 Glue Sticks 6 Pink Erasers Pencils #2 (no mechanical) 1 Blunt Tip Scissors 2 Pkg Fun Stickers	Pencil Box (plastic w/lid) 1 Ruler (in/cm) (plastic or flexible) 1 Bottle Hand Sanitizer 1 Ream Card Stock 1 – (1”) 3-Ring Binders
<u>Grades 3-4:</u>	Box of 24 Crayons Fiskars Scissors (blunt tip) #2 Pencils (Mechanical + lead) 12” Ruler (in/cm) 1 Large Eraser Crayon Box with Plastic Lid Loose-Leaf Notebook Paper/Wide Rule Dry Erase Markers	Glue Sticks Hand Sanitizer 24 Colored Pencils Highlighters (No Blue) Multi-Colored Computer Paper 1 Box each Quart & Gallon Zip Lock Bags 1 Composition Notebook 1 Timer
<u>Grades 5-6:</u>	Loose Leaf Paper Glue Sticks #2 Pencils 12” Ruler (in/cm) (no bendable) Hand Sanitizer 24 Colored Pencils	Highlighters (no blue) Large Eraser School Box (plastic w/lid) 1 Pack of Sharpies 1 (1”) 3-Ring Binder 2 Pkgs 4 x 6 Note Cards
<u>Grades 7-8:</u>	Mechanical Pencils w/ Lead or #2 Pencil Blue or Black Pens 12” Ruler (inch & cm) (no bendable) Protractor/Compass Loose Leaf Paper/College or Wide 3 Spiral Notebooks/Single Subject Highlighters (<u>NO</u> Blue)	Large Eraser OR Cap Erasers Hand Sanitizer Sharpies Asst’d Colors (7/fine, 8/xtra fine) Colored Pencils Plastic Pencil Box w/ Lid (self-lock) 1 Pack White Copy Paper 2 Packs 3x5 or 4x6 Index Cards w/ Box
<u>Grades 9-12:</u>	#2 Pencils (Mech OK) (Lead) Highlighters (NO BLUE) Ruler (in/cm/mm) Large Eraser 2 Reams of White Paper (20 lb) (9-12) 2 Packs Loose Leaf Notebook Paper Index Cards w/ Box	Staedtler Geom. Kit (Geom. students only) Spiral Notebooks for Note Taking Hand Sanitizer Small Trash Can (for under desk) Ink Pens (No Green) Calculator (Approval only 9-12, TI-30X) Colored Pencils (Wld Geo students only)

Aug 2017						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Sep 2017						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Oct 2017						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Nov 2017						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Dec 2017						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Jan 2018						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Feb 2018						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

Mar 2018						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Apr 2018						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2018						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Jun 2018						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Jul 2018						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Important dates

First day of First Semester is Tuesday, August 01, 2017 (Full Day)
 First day of Second Semester is Monday, January 08, 2018 (Full Day)

Summer School – June 4 – 29
 Teacher Work Week – July 23 - 27

Fall Quarter Dates

Sept 04 – Labor Day – No School
 Oct 02 – 13 – Fall Break – No School

Winter Quarter Dates

Nov 04 – CEC Conference 3 – No School (This date is subject to change, please watch for updates.)
 Nov 20 – 24 – Thanksgiving Holidays – No School
 Dec 25 – Jan 05 – Winter Break – No School

Spring Quarter Dates

Mar 19 – 30 – Spring Break – No School
 May 03 – Field Day
 May 22 – Kindergarten and Eighth Graduation
 May 23 – 9:00 AM - 25th Annual Awards
 May 24 – Senior Graduation – 7:00 PM