



# ENROLLMENT PROCEDURES

Dear Applicant,

Thank you for your interest in Meridian Christian Academy! The following is a guide to aid in the application process. Completing the application process does not guarantee admission. However, the entire process must be completed to be considered for admission.

1. Parent(s) **must** attend an Open House event. Please call 407-730-3470 to schedule an appointment.
2. Complete an application which includes the following:
  - **\$50 Application Fee** (non-refundable & non-transferable)
  - **Admissions Test** (\$20 per student)
  - **VPK Assessment** (for students enrolling in Kindergarten)
  - **Most recent Report Card** (1<sup>st</sup> – 8<sup>th</sup> grade)
  - **Standardized Test Scores** (3<sup>rd</sup>– 8<sup>th</sup> grade)
  - **Teacher Recommendation Form** (Required for Kindergarten – 6<sup>th</sup>Grade; must be transmitted directly from the student’s current school via fax or email.)
  - **English & Math Recommendation Forms** (Required for 7<sup>th</sup>& 8<sup>th</sup>Grade)
  - **A copy of any scholarship award letter or Letter of Intent for McKay** (if applicable)
3. Family Interview with Admissions Counselor or Principal is required upon request.
  - When application and ALL accompanying documents have been received, the Admissions Committee will review for a final decision. You will be notified in writing of the committee’s decision.
  - Upon acceptance, parents are required to submit **UP-TO-DATE** copies of the student’s
    - School Entry Health Exam (Physical)
    - Florida Certification of Immunization form (Shot Record)
    - Students entering 6<sup>th</sup>Grade are required to complete a scoliosis screening. Parents must submit results of this screening.
  - **Direct Paying Parents**- The first tuition payment and Book Fee are due in August (see Tuition and Fee Schedule). Invoices will be emailed in July.
  - All parents of newly enrolled students are required to attend our **MANDATORY** New Parent Meeting & Teacher Orientation (dates TBA).

Students entering Grades 1 – 8 may be required to attend our Summer Program as a part of the enrollment process. All Kindergarten students’ admissions test results must indicate Kindergarten readiness in order to be accepted.