

CHRISTIAN CENTRAL ACADEMY

Directions to Apply for Admission

Thank you for applying for your student's admission to **CHRISTIAN CENTRAL ACADEMY**. As an independent, interdenominational Christ-centered school for kindergarten through twelfth grade students, **CCA** provides an exciting place for all to "grow in wisdom and stature, and in favor with God and man."

Please consult the following checklist to be sure that all steps of the application process have been completed.

Application for Admission with the Processing/Testing Fee: \$50.00

To initiate the admission process, please return the completed **Application for Admission, including the New Student Questionnaire** (*One per student. You may make extra copies of this form as needed.*) with the **non-refundable** application/ testing fee of **\$50 per student** (*checks payable to: Christian Central Academy*)

Send to:

Director of Admissions
CHRISTIAN CENTRAL ACADEMY
39 Academy Street
Williamsville, NY 14221

Teacher Recommendation Forms from the current school

Teacher recommendations are a required part of the admission application documentation. Teacher Recommendation Forms for students applying for 1st – 12th grade are to be submitted to the applicant's appropriate teacher, requesting they be returned **directly** to **Christian Central Academy** Admissions Office.

For Applicants for Grades 1-5: *Classroom Teacher Recommendation*

For Applicants for Grades 6-12: *English Teacher Recommendation AND Math Teacher Recommendation*

Request for Records to be Released (*for entering grades 1-12 or repeating kindergarten*)

The parent/guardian must sign and return a "Request for Records to be Released" form for **each** student applying to **CHRISTIAN CENTRAL ACADEMY** with the completed **Application for Admission**. We will then mail or fax your request to the applicant's current school. Or, if you prefer, you may hand-deliver your request to your child's current school. Your present school district will then forward the official records to **CCA**. (FOR HOMESCHOOLED STUDENTS: Please submit copies of the quarterly reports, curriculum summary and any standardized test results for your child.)

Birth Certificate (*for Kindergarten or home-schooled students only*)

Submit a **copy** of the student's birth certificate with the completed **Application for Admission**.

Please note: Kindergarten students **must** be five years old by December.

Interview/Entrance Exam

When all the above necessary documents are received, the Admissions Office will contact you to schedule a date for individual entrance testing. **ALL new students are required to go through entrance testing.** **CHRISTIAN CENTRAL ACADEMY** processes **Applications for Admission** on a rolling basis. Decisions regarding all new applications are subject to the student successfully meeting entrance requirements and the number of available class openings.

Admission Decision, Registration Form and Fee, Tuition Contract

When all of the above steps have been completed, the Admissions Committee will make a decision on your application and notify you promptly. A **formal acceptance letter** and **registration packet** will be sent to accepted students. **Parents confirm the student's acceptance and secure the class placement by the returning the 1) completed Registration Form with the Registration fee (One student - \$125; two or more students: \$150), 2) signed tuition contract, and 3) other requested health forms, textbook loan forms and student agreement.** Please do not hesitate to contact us if you have any questions. Families who wish to apply for financial assistance must request a **Financial Aid Application** directly from the **Business Office at the start of the admission process.**

Please do not overlook your need for TRANSPORTATION. Under New York State law, suburban public school districts are obligated to provide transportation for students who live within 15 miles of **CCA**. Some exceptions may apply. The City of Buffalo will provide a METRO Bus pass. **The deadline for transportation requests is April 1**, prior to the start of a new school year. Districts are not obligated to honor requests made after that date. **It is the parents' responsibility to contact their district directly to apply for transportation.** **CCA** is responsible for contacting *Williamsville and Buffalo* districts ONLY.