



## Student Application Form

“The mission of Grace Christian Academy is to minister to students in a Christ-centred learning environment, which is committed to the pursuit and practice of excellence in academics, leadership, physical development, social and spiritual growth, in preparation to meet the challenges of the future.”

School year of Admittance: \_\_\_\_\_

Grade Placement: \_\_\_\_\_

**GRACE CHRISTIAN ACADEMY**

P.O. Box 31930, Grand Cayman KY1-1208 Tel: 345-945-0899

**APPLICATION FOR ADMISSION**

For Grade \_\_\_\_\_ Date received \_\_\_\_\_ (office use only)

Student's Name \_\_\_\_\_  
Last First Middle

Citizenship \_\_\_\_\_ Male  Female

Residential Address \_\_\_\_\_ P.O.Box \_\_\_\_\_ Postcode \_\_\_\_\_

Date of Birth \_\_\_\_\_ Telephone \_\_\_\_\_  
D/M/Y

**FAMILY INFORMATION**

Father:  Mr.  Dr.  Pastor

Mother:  Mrs.  Ms.  Dr.

\_\_\_\_\_  
Last First MI

\_\_\_\_\_  
Last First MI

Name called: \_\_\_\_\_

Name called: \_\_\_\_\_

Father's Occupation: \_\_\_\_\_

Mother's Occupation: \_\_\_\_\_

Workplace: \_\_\_\_\_

Workplace: \_\_\_\_\_

Position: \_\_\_\_\_

Position: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Telephone: \_\_\_\_\_

Cell: \_\_\_\_\_

Cell: \_\_\_\_\_

Fax: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Student lives with (check all that applies):**

Father  Mother  Stepfather  Stepmother  Other

**Please check any that apply:**

Father deceased  Mother deceased  Parents divorced  Parents separated

**Name of stepparent:**  Mr.  Mrs.  Ms.  Dr.  Pastor

\_\_\_\_\_  
Last First MI Named called

Address if different from that of the student: \_\_\_\_\_

Is either parent forbidden by court order from having equal access to the child or school records?  Yes  No  
(Attach copy of court documents)

**If student applicant is adopted or in foster care certified court documents must be attached.**

**Grace Christian Academy does not discriminate on the basis of race, color, national or ethnic origin in the administration of its educational, admission, scholarship or any other programs administered by the school.**

**ACADEMIC / SCHOOL HISTORY**

Student's present school: \_\_\_\_\_ Grade: \_\_\_\_\_

Address: P.O.Box \_\_\_\_\_ Postcode \_\_\_\_\_ Telephone: \_\_\_\_\_

Name of Principal: \_\_\_\_\_

List all previous schools attended and dates of attendance:

\_\_\_\_\_  
Name of school \_\_\_\_\_ Date of attendance \_\_\_\_\_ Grades \_\_\_\_\_

\_\_\_\_\_  
Name of school \_\_\_\_\_ Date of attendance \_\_\_\_\_ Grades \_\_\_\_\_

**Has a previous application to GCA been submitted for this student?**  Yes  No

If "yes", what grade? \_\_\_\_\_ Date of that application: \_\_\_\_\_

**Have you been subject to disciplinary action?**  Yes  No

If "yes", give details \_\_\_\_\_

**Extra-curricular** activities, awards, talents, interests:

\_\_\_\_\_  
Are there special circumstances that should be considered in evaluating this student? (i.e. physical limitations, medications, learning disabilities)

**Attach evaluation reports, IEP or other relevant documents**

**OTHER INFORMATION**

Family's church affiliation: \_\_\_\_\_

Student's brothers and sisters:

**GCA applicant**

\_\_\_\_\_  
Name M/F Age School now attending Grade

Yes  No

\_\_\_\_\_  
Name M/F Age School now attending Grade

Yes  No

\_\_\_\_\_  
Name M/F Age School now attending Grade

Yes  No

Name and relationship of immediate relative who attend or have attended GCA:

\_\_\_\_\_  
Name Relationship Grade attended Year enrolled

\_\_\_\_\_  
Name Relationship Grade attended Year enrolled

**Child's physician:** \_\_\_\_\_ Telephone: \_\_\_\_\_

Insurance company: \_\_\_\_\_ Policy #: \_\_\_\_\_

**EMERGENCY CONTACT:**

\_\_\_\_\_  
Name Relationship Home # Work #

\_\_\_\_\_  
Name Relationship Home # Work #

**PLEASE READ CAREFULLY:** A **CI\$100.00** non-refundable application fee must accompany each application.

**DATE OF APPLICATION:** \_\_\_\_\_ **Parent's Signature:** \_\_\_\_\_

## **Guidelines for Application/Registration at Grace Christian Academy**

Thank you for choosing GCA. Please follow these guidelines in the application process.

- STEP 1- NEW STUDENT QUALIFICATIONS & APPLICATION**
- \_\_\_ Completed application form.
  - \_\_\_ **Non-refundable** Registration fee of CI\$150.00 per child – application processing and academic screening.
  - \_\_\_ Achievement test scores
  - \_\_\_ Children entering Pre K Dept. must be **at least 3 years** of age by September 1<sup>st</sup> of the school year. **Must be potty trained.**
  - \_\_\_ Children entering Kindergarten must be **4 years 9 months** by September 1 of the school year.
- STEP 2- REQUIRED DOCUMENTS AND RECORDS (BEFORE SCREENING OR INTERVIEW)**
- \_\_\_ Health Immunization Form/ Health Card
  - \_\_\_ Copy of Birth Certificate and current photograph of child
  - \_\_\_ Complete **authorization of release of education record form for the following Documents:**
    - A certified or the original copy of the student's **latest transcript**
    - A copy of the latest results of standardized testing e.g. SAT
    - A copy of any **special reports**, i.e. Individualized Education Plan (IEP)
    - Completed **School Reference Form (Grades 1 -12)**
- STEP 3- SCREENING/TESTING**
- The Director of Admissions will schedule an admission screening. **Screening is done to determine academic capabilities and grade placement. Pre K students are screened for school readiness (i.e social development and learning/instructional readiness). Screening is critical to student admission and therefore must be completed prior to the enrolment offer.**
- STEP 4- CLASS VISITS**
- Students maybe required to spend a day in the assigned grade prior to completing the admissions process.
- STEP 5- REFERENCE / INTERVIEW**
- \_\_\_ Signed **Contract of Agreement, Cooperation and Support.**
  - \_\_\_ **Family interview with Principal is compulsory and is scheduled by Admission staff.**
- STEP 6- ACCEPTANCE**
- The applicant will be accepted on the basis of application information, admissions screening, achievement test scores, report cards, recommendations, and family interview. If the applicant is accepted, but an opening is not available, the student will be placed on a waiting list and the family notified. If the applicant is accepted, an Annual Expense Fee of CI\$625.00 is required to secure placement.**
- STEP 7- REQUIRED DOCUMENTS AND RECORDS (after application approval)**
- \_\_\_ Copy of parent(s) driver's license(s)
  - \_\_\_ Copy of Parent's GOL stamp in passport/ Cayman Status/Naturalization Certificate/letter
  - \_\_\_ Enrolment/Tuition Contract
  - \_\_\_ School bus contract form
  - \_\_\_ Release of Liability form
  - \_\_\_ Authorization medical form

***\*Students will not be permitted to begin school until all the above records have been submitted.***

Please return application to: **Grace Christian Academy, Director of Admissions, P. O. Box 31930, Grand Cayman, KY1-1208**

# Home Language Survey

## Directions:

1. Parents/guardians of all new students will complete this form at time of enrollment.
2. If it is determined that a students' home language is other than English, the language proficiency test will be administered.

Student Information	
First Name:	Last Name:
Date of Birth:	Current Grade:

Questions for Parent/Guardian	Response
What is the first language the student learned to speak?	
What language does the student speak most often?	
What language is most often spoken in the home?	

<b>Additional Information if Needed:</b>          
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