

**2010-2011
Application Form**



945 St. George Blvd.
Moncton, NB E1E 2C9

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Dear Parents:

The material enclosed in this packet includes the information and forms needed to complete the application for enrollment at Moncton Christian Academy. After the application fee and the enclosed forms have been submitted, a date will be arranged for an interview with the Administrator. In addition to these forms, please submit the following:

- a) Birth Certificate
- b) Immunization Record
- c) Parents' Understanding and Commitment form
- d) Application Fee (See Applicable School Fees pages 4-6)
- e) Letter of recommendation to the Administrator from your Pastor.
- f) Recent Report Card (if previously enrolled in a school)
- g) Letters of reference:
 - one from you Pastor (All students grades K to 12)
 - one from a previous teacher (Students entering grades 6 to 12)
 - two from a non-relative. (Students entering grade 6 to 12)
- h) Student Commitment form (Grades 6 – 12 only)

Sincerely,
W. Brownlee
Willie Brownlee
Administrator

DOCTRINAL STATEMENT

This document is a statement of the basic Christian conviction of our school. It accurately represents the personal philosophy and faith of ALL OUR STAFF and BOARD MEMBERS and will be the basis of our teaching. Moncton Christian Academy is a ministry of the Moncton Wesleyan Church. This abridged statement is provided for information purposes only and is not meant to be comprehensive. The full doctrinal statement, with further elaboration on the practical application of holy living in the context of contemporary cultural perspectives is found in the Discipline of the Wesleyan Church.

We, the board and staff of Moncton Christian Academy, believe the following:

1. We believe in the one living and true God, the Creator and Preserver of things. Within this unity there are three persons of one essential nature, power and eternity - the Father, the Son and the Holy Spirit.
2. We believe that the books of the Old and New Testaments constitute the Holy Scriptures. They are the inspired and infallible written Word of God, fully inerrant in their original manuscripts and superior to all human authority and have been transmitted to the present without corruption of any essential doctrine. We believe that they contain all things necessary for salvation.
3. We believe that man's creation in the image of God included the ability to choose between right and wrong. Thus, man was made morally responsible for his choices.
4. We believe that Christ's offering of Himself, once and for all, through his sufferings and meritorious death on the cross provides the perfect redemption and atonement for the sins of the whole world, both original and actual. There is no other ground of salvation from sin but that alone.
5. We believe that when man repents of his sin and believes on the Lord Jesus Christ, he is in the same moment justified, adopted into the family of God and assured of his salvation through the witness of the Spirit. We believe that regeneration is that work of the Holy Spirit by which the pardoned sinner becomes a child of God. We believe that in response to all that God has done in Jesus Christ for man it is required that one live an obedient and holy (morally upright) life in accordance with the Bible
6. We believe that after we have experienced regeneration, it is possible to fall into sin, for in this life there is no such height or strength of holiness from which it is impossible to fall. But, by the grace of God, one who has fallen into sin, may, by true repentance and faith find forgiveness and restoration.
7. We believe that the Christian church is the entire body of believers in Jesus Christ, who is the founder and the only head of the Church.
8. We believe in the second coming of Christ, the resurrection of the dead, and the judgment of all mankind leading to either the broad road of eternal condemnation or the narrow road of eternal bliss.
9. Moncton Christian Academy is a ministry of Moncton Wesleyan Church and that the church's doctrinal position on the Word of God will be reflected in all affairs and teachings of the school. In this day of varying perspectives on social lifestyles, the Academy will actively teach Moncton Wesleyan Church core beliefs on family values and lifestyles, including:
 - a) That human life begins at conception and therefore an unborn child is a fully human person
 - b) That sexual activity, including but not limited to intercourse, is morally wrong outside of marriage

- c) That God's design for marriage is exclusively a heterosexual, monogamous, relationship. It is an institution ordained by God as recorded in the Bible and is the covenant union of one man and one woman to the exclusion of all others.
- d) That promoting or encouraging hatred against any individual or group is incompatible with the teachings of Christianity and is unacceptable in our school."

EDUCATIONAL OBJECTIVES

1. To provide an atmosphere that would help each child come to a saving knowledge of Jesus Christ which manifests itself in a Christian worldview that includes a lifelong pursuit of learning and embracing a lifestyle of moral purity and achieving a deeper level of Christian maturity through daily personal Bible reading and prayer.
2. To ensure academic achievement at the optimum rate for the individual student while fostering wholeness of the person physically, emotionally, socially and spiritually.
3. To assist each child in seeking his purpose for life's service and necessary preparation for eternity through emphasis upon Biblical relevance.
4. To emphasize the individuality of the person and to assist each child in properly responding to himself and to others; to develop self-confidence, individual God-given talents and abilities in creativity, goal setting, analysis, communications, academics and principles of success and to compensate for deficiencies in specific skill areas.
5. To promote self-discipline and social maturity by training students to be relevant, consistent, appreciative, responsible and thorough in attitude, character and actions.

METHOD OF LEARNING

Moncton Christian Academy uses varied teaching methods including lecture-style teaching as well as individualized learning for kindergarten through grade twelve. Moncton Christian Academy's high academic standard requires a minimum score of 70% in lecture classes and 80% in individualized curriculum.

Students in Grades 1 through 12 write, each year, the nationally recognized standardized Canadian Achievement Test. Students are tested each year to evaluate the achievement over the past year of work. This gives students, parents and the Academy an objective record of academic progress.

TUITION PAYMENT PLANS

The Moncton Christian Academy is a non-profit school operating primarily through payment of tuition fees. The Academy operates on a very tight financial budget, and non-payment of fees due the Academy jeopardizes the Academy's ability to operate, and to accomplish its' mission.

Tuition is a one time yearly fee due at the beginning of each school year (August 1). However, to ease the financial responsibility, the School Board will allow monthly tuition payments.

At the time of enrollment, if tuition is paid in total for the year, there is a reduction of tuition as follows:

Tuition is paid in full by August 1st of the academic year by cash, cheque or interac there is a 5% reduction in

tuition. Tuition is paid in full by August 1st of the academic year by Visa or MasterCard, a 2% reduction of tuition is given. If you choose to make monthly tuition payments, all payment information (signed pre-authorized debit form or 12 post-dated cheques/9 for Kindergarten, dated the first of each month being August 1st to July 1st/ August 1st to April 1st for Kindergarten) must be received after acceptance. Credit card payments are NOT available for monthly payments of tuition.

KINDERGARTEN FEES

1. A fee of \$50.00 is required to register your child before July 1st and \$60.00 after July 1st. The application fee is not refundable and it is not credited to the tuition fee.
2. Kindergarten Tuition fees for the school year 2010-2011

Each Child.....\$220.00/month for 9 months (\$1980.00/year)

When the Application fee and the tuition have been paid in full or all the post-dated cheques or pre-authorized information have been received, then the student is considered enrolled and a place will be held for him/her.

GRADES 1 THROUGH 12 SCHOOL FEES

1. There is a \$374 Application Fee for new students (Levels 1 through 12) applying to the Academy. This takes place in a two-part process as follows:
 - a) An initial deposit of \$50.00 must be submitted with the application. If you have more than one child applying during a school year, the maximum charge would be an initial deposit of \$100.00 per family. Additional students who enroll in the future would need to pay a \$50.00 fee only. The initial deposit must be submitted along with the application and is nonrefundable unless the Academy is unable to provide placement for the student.
 - b) Once the application has been approved the remaining fee of \$324.00 per family will need to be paid either in one lump sum or divided over a 12 month period or the number of months remaining in the current school year. There will be a reduced payment of \$275.00 if paid in one lump sum.
2. Regular program Monthly Tuition fees for the school year 2010-2011 are as follows:

Each Child.....\$304.00/month (\$3,648.00/year)

3. Each student is charged a yearly, non-refundable curriculum fee of \$324 to cover costs of texts, workbooks, novel rentals and agenda. A monthly statement is issued at the beginning of the month and is due upon receipt for lock and locker rental, sports fees, grad fees, hot lunch, casual day and other non-curriculum billable items.

Curriculum Fee Options:

\$324 per year, per child (\$27.00/month for 12 months, payable with monthly tuition)

\$299 per year, per child paid lump sum by August 1st on Visa or MasterCard

\$274 per year, per child paid lump sum by August 1st, by cash, cheque or debit

ESL TUITION FEES

English as a Second Language, referred to as (ESL) is also a part of our program.

ESL Monthly Tuition fees in the school year 2010-2011 are as follows:

Each Child.....\$719.00/month (\$8,628.00/year)

Additional Information regarding ESL:

The ESL program is designed to be offered during the full year. The ESL program concentrates on Spelling, Reading, Language, and Math. It is taught for 1 – 3 hours per day, 5 days a week and it continues during the year until the parents / guardian and the Academy no longer require it for the student. During the day when the student is not a part of the ESL program, they will be a part of the regular program with their peers.

GENERAL TUITION INFORMATION

A fee of \$20.00 will be charged for any returned cheques.

Any student who withdraws after the school year commences (August 1st) will be required to pay a withdrawal fee equivalent to one month’s tuition based on a ten month academic year and the balance of the annual curriculum fee if not previously paid in full. Receipts for income tax purposes will not be issued nor will transcripts be made available until all outstanding fees are brought up-to-date.

COMMITMENT TO SHOP AND SUPPORT

In an effort to help keep tuition rates down and to eliminate the need to have families participate in the time consuming process of door-to-door fund raising sales of things like chocolate bars and Peeler cards, as a school we have decided to put in place the Shop and Support – Gift Card Program. Everyone’s time is valuable and Shop and Support provides a way to leverage dollars families spend on items they were going to purchase anyway.

The program is simple; we buy Gift Cards a slightly reduced rate and resell them at face value. You receive, dollar for dollar what you pay for. They are practical and you only purchase cards for stores you shop at. We carry a variety of in-stock Gift Cards, for you to purchase on a drop in basis, and we place regular orders, if you need a card not regularly carried or a larger quantity than what we have in stock.

As part of re-enrollment we require each family to commit to the regular purchase of Gift Cards. We expect each family to generate \$500.00 in sales each month, September through May. This dollar amount can easily be reached through grocery and gas purchases alone. As part of re-enrollment we require 3 post-dated fund raising commitment cheques in the amount of \$75.00 each. At the end of each three-month period throughout the school year, if your family has averaged \$500.00 in Gift Card purchases the cheque for the period will be returned to you un-cashed. If your family has not meet the average monthly minimum for that period the cheque will be processed and a new three-month period will begin.

The Periods will be as follows

September/ October/ November	Post dated cheque for December 1 st
December/ January/ February	Post dated cheque for March 1 st
March/April/ May	Post dated cheque for June 1 st

ENROLLMENT POLICY & PROCEDURE FOR ADMISSION

1. Prospective applicants must agree to read this material carefully, thoroughly and indicate their acceptance in writing by placing their signature in the requested areas. In addition to this, parents must complete all requested documentation, submit all requested documents and submit the application fee.
2. It is not the objective of this school to be a correctional center for young people who have had trouble in the public school system either in areas of discipline or severe academic disability. The objective of our school is to provide a superior Christian learning environment.
3. In the case of having too many students wanting to enroll, children whose parents are members of our church, or regular attendants, will be given preference. Application does not necessarily mean acceptance.
4. All parents who wish to send their children to our school must meet with the Administrator for an interview. It may be required that new students meet with the admissions committee. We expect complete co-operation from parents and students attending our school. Any student whose parents are not willing to abide by the rules and policies of our school will not be accepted for enrollment.
5. Each student enrolling in our school will be placed in levels according to the submitting academic assessment (additional diagnostic testing maybe required).
6. Parents agree to attend the Parent Teacher Fellowship Meetings and Parent Teacher Interviews held during the school year. These are vitally important if the Academy is to fulfill its role as PARENT-HELPER.
7. No student is considered enrolled until all necessary documents have been received, application fee has been paid and the tuition has been paid in full or post-dated cheques or pre-authorized debit arrangements have been submitted to cover the complete tuition cost for the year.
8. Notification of a student's acceptance or rejection regarding admission to the Academy will be made to parents.

FOR OFFICE USE ONLY
2010 - 2011

Date Application Received _____

Student Name _____

Parent/Guardian Name _____

Additional Information _____

APPLICATION FOR ENROLLMENT

Date _____

Student's Name _____ Sex _____

Address _____
(Street) (City) (Postal Code)

Birth Date _____ Telephone Number _____

Emergency Number _____ Contact Name _____

Desired start date _____ Grade to enter: _____

School last attended (full address including Postal Code and School District)

FAMILY INFORMATION

Father's Name _____ Mother's Name _____

Employment _____ Employment _____

Position _____ Position _____

Business Phone _____ Business Phone _____

Marital Status _____ Marital Status _____

If divorced or separated, who has legal custody of child? _____
(Please supply legal support documents)

Children in family of school age, if not applying:

Name _____ Age _____

Name _____ Age _____

SCHOLASTIC INFORMATION IF NOT ENTERING SCHOOL FOR THE FIRST TIME

Has your child ever been expelled, suspended, dismissed or refused admission to another school?
Explain _____

Has your child ever used alcohol, tobacco or non-medicinal drugs? _____
Explain _____

Please indicate academic level of student's previous work:
Excellent _____ Good _____ Average _____ Poor _____

Indicate grades repeated _____ Explain _____

MEDICAL INFORMATION

Has your child been tested by Public Health i.e. eyes and ears? Yes _____ No _____

IT IS MANDATORY that pupils who show symptoms of communicable disease be excluded from classes until readmission is acceptable to school authorities. Your co-operation will be greatly appreciated. Thank you!

Pupil's Name _____ Birth Date _____ Sex _____

Medicare Number with Expiry Date _____

Father's Health _____ If deceased, cause _____

Mother's Health _____ If deceased, cause _____

PAST DISEASES - If your child has had any of the following, check appropriate blank)

Mumps _____	Diphtheria _____	Polio _____
Measles _____	Scarlet Fever _____	Convulsions _____
Whooping Cough _____	Rheumatic Fever _____	Heart Disease _____
Asthma _____	Chicken Pox _____	Diabetes _____
Hay Fever _____	Pneumonia _____	

RECENT DISABILITIES - (Please check any one of the following noted recently)

4 or more colds yearly _____	Fainting spells _____	Ringworm _____
Frequent sore throats _____	Abdominal pains _____	Tires easily _____
Hearing difficulty _____	Poor vision _____	Allergy _____
Frequent leg pains _____	Nose bleeding _____	Dizziness _____
Breath shortness _____	Hernia (rupture) _____	Dental defects _____
Persistent cough _____	Speech difficulty _____	Frequent sties _____

**IMMUNIZATION RECORD - (Please give the date of each—copy of immunization record required)
PROOF OF IMMUNIZATION IS REQUIRED PRIOR TO ADMITTANCE**

Measles _____	Whooping Cough _____	Tetanus _____
Typhoid _____	Diphtheria _____	Polio _____

Does your child have a disability due to disease or accident? (Circle yes or no) If you answer "yes", please explain in writing on the back of this form, a brief description of the limitations this disability enforces or any beneficial health history. If your child has any life-threatening allergies, please contact the Academy Office as an Anaphylactic Form will need to be completed.

PERSONAL RECORD - (Please answer all the following)

Shy? _____ Overactive? _____ Bite fingernails? _____ Suck thumb? _____ Like School? _____
 Excessive fears? _____ Eats breakfast? _____ Temper tantrums? _____ Play well with others? _____
 Regular bedtime? _____ Rising time? _____

- **If your child has any life threatening allergies to food or the environment, please contact the office as an *Anaphylactic Form* will need to be completed.**

DATE _____ SIGNATURE OF PARENT _____

PARENTS' UNDERSTANDING AND COMMITMENT

The following statement should be read thoughtfully and signed for acknowledgement and acceptance by each adult who is responsible for and residing with the child. The ministry of Moncton Christian Academy exists to bring glory to God and to partner with parents in the training and education of their children. It is essential that parents and the Academy agree on the fundamentals if that partnership is to be effective.

1. "I understand and will support the school's goal of leading my child into a continuing commitment to Jesus Christ as his Savior and Lord."
2. "I understand that the Moncton Christian Academy is a ministry of Moncton Wesleyan Church and that the church's doctrinal position on the Word of God will be reflected in all affairs and teachings of the school. I further understand and accept that, in this day of varying perspectives on social lifestyles, the Academy will actively teach **Moncton Wesleyan Church core beliefs on family values and lifestyles, including:**
 - e) That human life begins at conception and therefore an unborn child is a fully human person
 - f) That sexual activity, including but not limited to intercourse, is morally wrong outside of marriage
 - g) That God's design for marriage is exclusively a heterosexual, monogamous, relationship. It is an institution ordained by God as recorded in the Bible and is the covenant union of one man and one woman to the exclusion of all others.
 - h) That promoting or encouraging hatred against any individual or group is incompatible with the teachings of Christianity and is unacceptable in our school."
3. "I believe that it is in the best interest of the school and the children that parents express a positive attitude toward the goals, aims, and standards of the school. Therefore, should problems and/or misunderstandings arise, I will immediately seek to resolve these privately with the school administration."
4. "I give permission for my child to take part in all school activities, including sports and school sponsored trips away from the school premises, and absolve the school from liability to me or any child because of any injury to my child at school or during any school activity."
5. "I understand from time to time that my child may be featured in media or website pictures as they relate to school activities such as: sports, drama, graduation and other student events."
6. "I agree to uphold and support the high academic standard of the school by providing a proper atmosphere for my child to study and to give my child encouragement in the completion of any homework or assignments."
7. "I appreciate the standards of the school and will not tolerate profanity, obscenity in word or action, dishonor to the Lord and the Word of God, or disrespect to the personnel of the school."
8. "I fully accept the dress code, and the standard of conduct of students, and support the school's use of discipline measures as it deems wise and expedient for the training of my child."
9. "I agree to attend the Parent Teacher Fellowship Meetings and Parent Teacher Interviews held during the school year. These are vitally important if the Academy is to fulfill its role as PARENT-HELPER."

10. "I understand and will meet my financial obligations to the Academy by paying the yearly tuition in a lump sum on August 1st, or via 12 post-dated cheques to be dated commencing August 1 through to July 1. I will also pay curriculum and other fees and charges as they are billed monthly. I agree to provide 3 post dated cheques (dated December 1st, March 1st and June 1st) as a commitment to the Shop and Support Program, understanding that if our family meets the \$500.00 per month minimum in purchases each moth, these cheques will be returned to us un-cashed."

11. "I understand that the school reserves the right to dismiss any child who fails to comply with the established regulations and discipline or whose financial obligation remains unpaid."

12. "If I, or any member of my immediate family, reach a point of disagreement on any issue with our Christian School and/or its legal corporate entity, in keeping with **1 Corinthians 6:1**, I agree to submit to a board of conciliation, the members of which have been mutually selected by myself and officials of the school, rather than taking the dispute to a civil court. I agree the procedure to be followed, including costs involved, would be that which has been established by the Christian Legal Society."

Please check the statement which best describes your position:

Father Mother

_____ _____ (A) I have received the Lord Jesus Christ as my Savior and am actively involved as a member in a local church.

_____ _____ (B) I regularly attend a local church.

_____ _____ (C) I do not have a local church home.

Signature of Father _____

Date _____

Signature of Mother _____

Date _____

Signature of Guardian _____

Date _____

