

### **TPCA Mission & Admissions Philosophy**

*Traders Point Christian Academy exists to challenge and educate students within the framework of a Biblical worldview while leading them to a personal faith and transformed life in Jesus Christ.*

Traders Point Christian Academy is committed to providing students with an exceptional academic program that is grounded in Biblical truth. The Academy selects students for admission from families who value a strong academic curriculum as is reflected in the school's mission statement, who provide evidence of the ability of their child to benefit from its educational programs and who agree with a wholly integrated Biblical worldview approach to education. Each applicant for admission is reviewed individually with careful consideration given to academic and behavioral records. Also considered is the student's ability to benefit from and contribute to opportunities offered at the Academy.

### **Admission Priorities**

Current students of TPCA in good standing will be given first priority for class placement through February.

New student applications are accepted at any time. Admitted new students will be placed in a class prior to March 1 only if openings are expected in the student's grade level for the requested enrollment year. After March 1, applicants will be processed in the priority listed below:

1. Siblings of current TPCA students
2. Children of TPCA faculty and staff
3. Children of Traders Point Christian Church members
4. Others based on testing, academic and behavior history, and their ability to fit into the TPCA environment

If space is not available in a class, applicants will be notified and will be placed in a candidate pool. All newly applying students must submit a completed application packet accompanied with the application fee.

### **Admission Criteria**

We want our students to be successful at TPCA. Students applying to attend should:

- Academically be performing at the 50th% or above in reading or math on state/nationally standardized testing
- If enrolling for high school should have a GPA of 2.0 or above on a 4.0 scale
- Have a relationship with Christ or have an openness to developing a relationship with Christ
- Want to attend Traders Point Christian Academy
- Interact with staff and peers with respect and cooperation

### **Materials Required for New Applicants**

All applicants must submit:

- Completed application - all pages as applicable
- \$75 non-refundable Application fee (per student)
- Copy of birth certificate and a recent photo of the student

In addition, applicants for grades Kindergarten through 12 must submit:

- Required applicant writing sample responses (grades 6 through 12 only)
- Results of all nationally standardized testing within last two years, ISTEP+ and Indiana ECA scores( if taken)
- Complete records from current school
- If applicable, most current IEP or 504 Plan, most recent case conference and copy of related full evaluation
- Provide these forms to the appropriate persons for them to complete and forward to TPCA:
  - Confidential New Applicant Teacher Referral form
  - Pastor Referral form (one per family)

### **Academic Testing, Interviews and Tours**

As part of the admissions process, applicants for grades Kindergarten through 12 are required to take an admissions test which helps us determine the applicant's academic readiness for TPCA. Students and one or both parents also participate in an interview. The purpose of the interview is to get to know the student and family, to address further questions or concerns the prospective family may have and to review TPCA's expectations to ensure that the prospective family is in agreement with these expectations.

Applicants are invited to schedule a visit to the school during the day to tour our facilities, and meet students, teachers and administrators. Students entering grades 3 through 12 are encouraged to schedule half or full-day visits. After-hours visits can also be arranged. Please contact the Admissions Office at 317-769-2450 to make an appointment.

Name \_\_\_\_\_  Male  Female  
Last First Middle

Nickname \_\_\_\_\_ Grade enrolling \_\_\_\_\_ Year enrolling \_\_\_\_\_ Date of Birth \_\_\_\_\_

If Kindergarten select class:  Full-day  Extended/5 hour day  Half-day AM  Half-Day PM

Student Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home phone ( \_\_\_\_\_ ) \_\_\_\_\_ School District \_\_\_\_\_

Primary contact email \_\_\_\_\_

Parent's marital status:  Single  Married  Separated  Divorced

Applicant in legal custody of:  Both parents  Mother  Father  Legal Guardian  Other

Ethnic origin: *(for statistical purposes only)*  White  African American  Biracial  Hispanic  Asian  Other

**Parent/Guardian Information** (resides at student's address)

Father  Stepfather  Other: \_\_\_\_\_

Name \_\_\_\_\_

Mr.  Rev.  Dr.

Cell phone ( \_\_\_\_\_ ) \_\_\_\_\_

Email Address \_\_\_\_\_

Employer \_\_\_\_\_

Occupation/Title \_\_\_\_\_

Work phone ( \_\_\_\_\_ ) \_\_\_\_\_

Mother  Stepmother  Other: \_\_\_\_\_

Name \_\_\_\_\_

Mrs.  Rev.  Dr.

Cell phone ( \_\_\_\_\_ ) \_\_\_\_\_

Email Address \_\_\_\_\_

Employer \_\_\_\_\_

Occupation/Title \_\_\_\_\_

Work phone ( \_\_\_\_\_ ) \_\_\_\_\_

**Joint-Custodial or Non-Custodial Parent Information** (not residing at student's address)

Father  Stepfather  Other: \_\_\_\_\_

Name \_\_\_\_\_

Mr.  Rev.  Dr.

Cell phone ( \_\_\_\_\_ ) \_\_\_\_\_

Email Address \_\_\_\_\_

Employer \_\_\_\_\_

Occupation/Title \_\_\_\_\_

Work phone ( \_\_\_\_\_ ) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home phone ( \_\_\_\_\_ ) \_\_\_\_\_

Mother  Stepmother  Other: \_\_\_\_\_

Name \_\_\_\_\_

Mrs.  Rev.  Dr.

Cell phone ( \_\_\_\_\_ ) \_\_\_\_\_

Email Address \_\_\_\_\_

Employer \_\_\_\_\_

Occupation/Title \_\_\_\_\_

Work phone ( \_\_\_\_\_ ) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Please check all boxes that apply for the joint or non-custodial parent(s):  Emergency contact  Correspondence

Receive report card  Publish phone  Court order in place

**Church Affiliation** Name of church attending \_\_\_\_\_

Not attending a church at this time  In the process of looking for a church

**Nondiscriminatory Policy**

Traders Point Christian Academy does not discriminate on the basis of race, color, national origin, gender or disability either in regard to admission or administration of school programs. The Academy reserves the right to deny admission to any applicant when that decision is determined to be in the best interest of the student and/or the school.

Student Name \_\_\_\_\_

School last attended \_\_\_\_\_

Have all financial obligations been fulfilled at the school listed above ?  Yes  No

Is a language other than English spoken in student's home?  No  Yes (what language) \_\_\_\_\_

1. State briefly why you want to enroll your student at Traders Point Christian Academy \_\_\_\_\_  
\_\_\_\_\_

2. Has your student repeated any grade?  No  Yes If yes, which grade(s)? \_\_\_\_\_

3. Has your student ever skipped a grade?  No  Yes If yes, which grade(s)? \_\_\_\_\_

4. Has your student ever been referred, diagnosed, or treated for any of the following:  Yes  No  
 ADD/ADHD  SLD  PDD  OTHER If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_

5. Are there any disciplinary, behavioral, social, physical or emotional issues that may affect his/her educational needs?  
 No  Yes If yes, please explain \_\_\_\_\_  
\_\_\_\_\_

6. Is your student currently under treatment for any of the above or operating under any type of school Accommodation plan (504 plan or Individual Education Plan (IEP)?  No  Yes \*If yes, attach a copy of the IEP or 504 plan plus the most recent case conference report and most recent psycho-educational evaluation report or testing

7. Has your student ever been dismissed from any school?  No  Yes If yes, please explain \_\_\_\_\_  
\_\_\_\_\_

8. Has your student ever participated in any high ability or gifted student testing or programs?  No  Yes

9. What extracurricular activities may your student interested in (2nd–12th)? \_\_\_\_\_  
\_\_\_\_\_

10. Is there anything else we should know as we make our admission decision? \_\_\_\_\_  
\_\_\_\_\_

Traders Point Christian Academy was recommended by \_\_\_\_\_

If there are other children in your family, please complete the following:

Name \_\_\_\_\_ Grade \_\_\_\_\_ Age \_\_\_\_\_ School \_\_\_\_\_

Name \_\_\_\_\_ Grade \_\_\_\_\_ Age \_\_\_\_\_ School \_\_\_\_\_

Name \_\_\_\_\_ Grade \_\_\_\_\_ Age \_\_\_\_\_ School \_\_\_\_\_

Name \_\_\_\_\_ Grade \_\_\_\_\_ Age \_\_\_\_\_ School \_\_\_\_\_

**New Applicant Writing Sample (entering grades 6 – 12 only)**

The Academy places high value on a student’s ability to communicate clearly and concisely, to demonstrate thorough consideration of the topic at hand, and to present their ideas in an organized manner. Please submit responses as instructed below in the student’s own handwriting.

1. Have you personally accepted Christ as your Savior?
  - a. If yes, describe your relationship with Christ, how you came to this commitment and why you want to attend Traders Point Christian Academy.
  - b. If no, share why the Christian emphasis at our school appeals to you.

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2. Tell us about your greatest challenge in life or school and describe how you overcame that challenge.

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3. What are your future goals and how will having a Christian education help you achieve these goals?

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## Mission

Traders Point Christian Academy exists to challenge and educate students within the framework of a Biblical worldview while leading them to a personal faith and transformed life in Jesus Christ. (Scripture basis: Rom 12:1-2)

## Core Values

- **Faith** - We believe Jesus Christ is God's Son and the only Lord and Savior of all creation. (Matt 16:13-17; Eph 1:3-14; Col 1:15-23; Heb 9:11-15)
- **Knowledge** - We believe God is the pre-existent Creator and the ultimate source of all truth and knowledge. (Gen 1-2; Rom 1:18-32)
- **Values** - We believe there is a core set of values found in God's Word, the Bible that determine our goals, our actions, our speech and the framework of our relationship with others. (II Tim 3:16-17; Prov 4:20-27; Eph 4:25-5:20)
- **Home** - We believe the school shares a co-worker relationship with the parents or guardians of the students. (Deut 6:1-9; Eph 6:4)
- **Education** - We believe formal schooling offers structured learning opportunities to develop skills needed for the successful completion of each developmental stage of life. (Rom 12:1-2; Eph 4:20-24)
- **Teachers** - We believe teachers not only instruct, but also serve as role models for their students. (John 13:12-17; I Tim 4:10-16)
- **Success** - We believe success in education is reflected in a child's confidence and ability to apply what he or she has learned to situations outside of the classroom. (Prov 2:1-11 & 3:1-18)
- **Application** - We believe it is important for the principles of Christ-like living to be learned and practiced every day by the Christian community for the world to see. (Matt 5:3-16 & 18:15-17; Acts 2:42-47; Rom 12:3-12, I Cor 12:7-11)

## Statement of Faith

- We believe *the Bible* to be the inspired, infallible, authoritative, inerrant Word of God (II Tim 3:15, II Peter 1:21).
- We believe there is *one God*, eternally existent in three persons - the Father, Son and Holy Spirit (Gen 1:1, Matt 28:19 and John 10:30).
- We believe in the *deity of Christ* (John 10:33), his virgin birth (Isaiah 7:14, Luke 1:35), his sinless life (Heb 4:15 & 7:26), his miracles (John 2:11), his vicarious and atoning death (I Cor 15:3, Eph 1:7, Heb 2:9), his resurrection (John 11:25, I Cori 15:4), his ascension to the right hand of the Father (Mark 16:19) and his personal return in power and glory (Acts 1:11, Rev 19:11).
- We believe in *the absolute necessity of regeneration* by the Holy Spirit for salvation because of the exceeding sinfulness of human nature and that men are justified on the single ground of faith in the shed blood of Christ and that only by God's grace and through faith are we saved (John 3:15-21 & 5:24, Rom 3:23, 5:8-9 & 6:1-10, Eph 2:8-10, Titus 3:5).
- We believe in *the resurrection of both the saved and the lost*; those that are saved to the resurrection of life and those that are lost to the resurrection of damnation (Matt 25: 31-46 & John 5:28-29).
- We believe in *the spiritual unity of believers in our Lord Jesus Christ* (Rom 8:9, I Cor 12:12-13, Gal 3:26-28).
- We believe in *the present ministry of the Holy Spirit* by whose indwelling the Christian is enabled to live a godly life (Rom 8:13-14, I Cor 3:16 & 6:19-20, Eph 4:30 & 5:18).
- We believe in *the equality of races* because there is no distinction in God's treatment of people (Rom 2:11, Eph 5:18).
- We believe in *the Lord's Great Commission*, that we are bound to extend the gospel of God to all we reach (Matt 28:18).

Details about Traders Point Christian Academy's expectations and philosophies may be found in the Parent/Student Handbook, which is available upon request.

### Parent & Student Agreement

I have read and accept the Mission, the Core Values and the Statement of Faith of Traders Point Christian Academy and agree to support them to the fullest extent.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature (for students applying to grades 6 – 12)

\_\_\_\_\_  
Date

We choose to enroll our student in Traders Point Christian Academy out of a desire for him to grow in all ways that honor God and the Lord Jesus Christ. We also seek for him to develop all of the potential skills, knowledge and character that are part of God's design and plan for his life. With these goals in mind, we agree to the following:

- We understand that we are vital partners with the Academy in our child's growth and development. We will support and encourage the application of the Christian worldview involved in our child's learning experience by extending classroom instruction of Christian principles into family life. We agree to uphold and support the high academic standards of the Academy by providing a place at home for our child to study and by giving our child encouragements in the completing of homework and assignments.
- The Administration is given full discretion in the discipline of our child including the issuing of consequences, detention, suspension and expulsion from the school program. Dismissal may result at any time when we or our child demonstrate by conduct or attitude that we are not in harmony with Academy rules and regulations or fail to answer honestly any questions on the application, forms or during interviews.
- We recognize that for our child to make good progress in his work, it is essential that he have confidence in the teachers and the Academy. Therefore, we will do all in our power to see that our child respects and obeys the school staff and standards. We agree that if our child should become involved in any difficulty with other students, teachers or Academy staff, we will refrain from complaining to other parents, but with prayerful Christian spirit will seek resolution through the proper school channels in ways that are respectful and in keeping with Biblical principles (Matt 18:15-18).
- We give the Academy permission for our child to take part in all school activities, including sports activities and school sponsored trips away from the school premises. We further agree to hold the Academy and its agents harmless for any liability to our child or guardian or parent thereof because of any claims on behalf of our child against the Academy or any agent thereof because of any injury or alleged injury to our child. Should legal action, for any reason, be taken against the academy or any employee or agent thereof on our child's behalf and the Academy or its agent not be found at fault, we agree to pay any attorney fees, court fees, damages or other costs that the Academy or its agent should incur to defend itself against such action.
- We request that our child participate in health appraisal activities conducted in school by our Public Health Nurse. The activities include screening for vision and hearing problems, and for scoliosis (curvature of the spine). There is no charge for these services.
- We agree to meet all of our financial obligations to the Academy, even those that remain after our child graduates or is withdrawn, in accordance with the policies stated in the Financial Contract. Should collection or legal action be required to collect outstanding or delinquent fees on our account, we agree to pay any attorney fees, collection fees, or court fees that the Academy or its agents should incur.
- We give permission for our child to be photographed for use on Academy promotional materials, web site page and year book.
- We have read the Academy "Mission Statement", "Statement of Faith", and the Core Values". We understand that these principles are the foundation of the entire program of the Academy, including all instruction and discipline. We shall endeavor to support and uphold the principles, practices and the educational policies of the Academy in every way.

**Parent Covenant**

We have read and accept the Traders Point Christian Academy Parent Covenant and agree to support the statements within the covenant to the fullest extent.

Parent signature \_\_\_\_\_ Date \_\_\_\_\_

Parent signature \_\_\_\_\_ Date \_\_\_\_\_

*Note: 6th – 12th grade applicant students should read and sign this form.*

I choose to enroll as a student in Traders Point Christian Academy out of a desire to grow in all ways that honor God and the Lord Jesus Christ. I also seek to develop all of the potential skills, knowledge and character that are part of God's design and plan for my life. With these goals in mind, I agree to the following:

- I agree to abide by the Academy rules; and I understand that failure to cooperate in maintaining its ideals of academic and Christian conduct, on or off the school grounds, may result in my dismissal whenever the general welfare requires, even though there may be no specific breach of conduct precipitating suspension.
- I will manifest by precept and example the highest Christian virtue and personal behavior, serving as a Christian role model (I Tim 4:12) both in and out of school to fellow students, and as an example to parents and faculty in judgment, dignity, respect and Christian living. This includes, but is not limited to, the refraining from such activities as the use of alcohol, tobacco, illicit drugs, and the use of vulgar and profane language (Titus 2:7-8).
- Faith is the confidence that God is who He says He is and that He can do what He says He can do. I will strive to develop an authentic faith, trusting God with the critical areas of his life and future (Prov 3:5-6).
- I will work to renew my mind to the truths of Scripture by developing a consistent devotional and prayer life (Rom 12:2).
- I will strive to honor God's plan for sex and morality by establishing and maintaining moral boundaries to protect my body and emotions (I Thes 4:3-8).
- Knowing that my friends impact the direction and quality of my life, I will strive to establish healthy friendships and avoid unhealthy ones (Prov 13:20).
- I recognize that good decision making is more than choosing between right and wrong; it is focusing instead on the necessity of wisdom in his decisions. In light of my past experiences and future dreams, I will strive to ask "What is the wise thing to do?" as he makes decisions (Eph 5:15-17).
- Freedom and authority are often viewed as opposing concepts. Scriptures teach that maximum freedom is only found under God's authority. I will submit to the authorities that God has placed over me, whether that is at home, at school or in the church (Rom 13:1-2).
- I will strive to overcome the natural tendency toward selfishness; instead I will learn to put others needs ahead of my own, developing a selfless attitude (Phil 2:3-11).
- If I encounter problems or conflict with fellow students or Academy staff, I will seek resolution through the proper channels in ways that are respectful of others and in keeping with biblical principles (Mat 18:15-18).

**Student Covenant**

I have read and agree to follow the Traders Point Christian Academy Student Covenant to the best of my ability, with the support and encouragement of my parents and church.

Student signature \_\_\_\_\_ Date \_\_\_\_\_

Parent signature \_\_\_\_\_ Date \_\_\_\_\_

**Tuition rates and fees** (note: listed are 2011-2012 rates. Tuition rates for 2012-2013 will be released in mid-January, 2012)

**Elementary Grades (including book fee)**

Kindergarten:	Half-day \$4,595	Extended-day \$5,655	Full-day \$7,020
1st - 5th	\$7,020		

**Middle School (including book fees):**

6th - 8th grades	\$8,357
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**High School:**

9th - 12th grades	\$7,890 tuition
	<u>2,000</u> J-Term, book & tech fees
	\$9,890 Total annual cost

**Payment Options**

The first payment is due June 1 for students enrolled for the following academic year. Payment options include: annual (due 6/1), Semi-Annual (due 6/1 and 11/1) or 12 monthly electronic payments (due 6/1 through 5/31). If the required payment is not received by June 15<sup>th</sup>, the student will lose their reserved spot. Their enrollment will then be processed when payment is received. If the student's grade is full they will be placed in the waiting pool. All tuition must be paid in full no later than May 15<sup>th</sup> of the school year. Students enrolling after June 1 will begin payments the first month after enrollment and will coordinate their payment schedule with our business office.

**Monthly Electronic Payments**

Payments may be processed on the 1<sup>st</sup> of the month, or semi-monthly with half paid on the 1<sup>st</sup> and half paid on the 15<sup>th</sup>.

**Application and Enrollment Fee**

A \$75 non-refundable Application Fee is due for each applicant. Once a student is admitted, a non-refundable enrollment fee of \$250 per student K – 12 is due within 14 days after you receive your admissions letter.

**Financial Aid (available for Grades KG - 12 students only), School Choice & SGO Scholarships**

Tuition assistance is available to families with a financial need for students in kindergarten through grade 12. Application for aid must be made annually with FACTS Grant & Aid Assessment Service (FACTS) [www.factstuitionaid.com](http://www.factstuitionaid.com). A \$25 fee is charged by and paid directly to FACTS when you apply online. TPCA is also approved to accept Indiana School Choice and SGO Scholarships. Visit our website ([www.tpcs.org](http://www.tpcs.org)) for more details on these assistance opportunities. If you want to apply for either scholarship, check the interest box on the top of the 2012-2013 Tuition Payment Agreement.

**Fees**

- Late fee: \$50 if tuition is not paid by the selected due date.
- Payment Return Fee (NSF): \$50 on all payments returned from your bank.

**Withdrawal Fee:** Enrolled students who withdraw at any time must pay an early withdrawal fee of \$500 per student (K - 12), plus prorated tuition through the end of the month in which notice of withdrawal is received by the TPCA Admissions Office. If the student is not yet attending, no prorated tuition is payable.

**Other Expenses**

Expenses generally not covered by tuition include: band instruments (5<sup>th</sup> – 12<sup>th</sup>); high school AP or dual-credit course fees; middle school retreats or out of town field trips; athletic fees; lunch fees; Before & After Care program fees; club fees. Note that the high school foreign language J-Term trips cost are included in tuition.

**Non-Payment of Tuition Fees**

If tuition or fees are owed at the end of any grading period, report cards will not be issued and records will not be released to any other school until full payment is received. All tuition must be paid in full during the school year. Any student with an outstanding balance will not be allowed to start classes the following year. During the school year, any student with a balance more than 45 days past due will not be allowed to attend classes and may be dismissed from TPCA. Payor will be responsible for any attorney or collection fees in the event past due balances are turned over to collection.

<b>Student's Name</b>	<b>2012-2013 Grade</b>
<b>Person(s) responsible for tuition payments</b>	

**Payment Plan (Check One)**

I am interested in a School Choice or SGO Scholarship

- Annual payment due June 1 (or upon enrollment if admitted after June 1)
- Bi-Annual payment with half due June 1 and half due on November 1 (dates adjusted if student is admitted after June 1)
- 12 month electronic payments starting June 2012 (or upon enrollment) and ending in May 2013

I authorize Traders Point Christian Schools, Inc. (hereby called TPCS) to initiate debit entries to my/our checking/savings account. I understand the account on my registration fee check will be used unless I enclose a voided check for a different account with this application. I also understand that I will be charged a **one time** (not every month) processing fee of \$35 **per family** with my first monthly payment.

This authorization will remain in effect until May 31, 2013 or I notify TPCS in writing to terminate the authorization. If the amount of my payment changes, TPCS will notify me at least 10 calendar days before the payment date.

Please select the day for processing:

- Electronic withdrawal on the 1<sup>st</sup> of every month.
- Electronic withdrawal: half of the monthly payment on the 1<sup>st</sup> and half on the 15<sup>th</sup> of every month.

Financial Institution \_\_\_\_\_ ABA Routing # \_\_\_\_\_

Account # \_\_\_\_\_  Checking  Savings

Payer Name (please print) \_\_\_\_\_

**Building Foundations**

Thank you for your commitment to TPCA and your child's education. Please consider a tax-deductible charitable gift to TPCA's **Building Foundations** which is designed to make up the difference between the actual cost of educating TPCA students and tuition.

Frequency:  One-Time Gift      Amount: \$ \_\_\_\_\_ (make check payable to TPCA Building Foundations)

Please add the following tax-deductible amount to my monthly tuition payment beginning June 1, 2012 and ending May 2013.

- \$25     \$50     \$100     \$250     Other: \$ \_\_\_\_\_

**Withdrawal Fee**

I understand that if my student withdraws at any time from Traders Point Christian Academy, I will be charged a withdrawal fee of \$500 per student plus prorated tuition through the end of the month in which notice of withdrawal is received by the TPCA admissions office.

**Payment Agreement**

I understand the terms outlined above as well as on the 2012-2013 Tuition and Fees Information sheet. I agree to be responsible for all costs and fees incurred, including attorney and collection fees in case of non-payment.

**Signature**

**Date**

**Print Name**

Traders Point Christian Schools, Inc. is the incorporated name of Traders Point Christian Academy and all of its programs.

Office use only  
Date \_\_\_\_\_ Check # \_\_\_\_\_ Check Amount \_\_\_\_\_ Processed by \_\_\_\_\_

Please complete the **entire enrollment packet**. Your application will not be processed until all information is received. Once all of your information has been received, you will be contacted to schedule testing for your student and an interview for you and your student. Use the checklist below to verify your application is complete.

- Enrollment Application
- Registration Fee- non-refundable (\$75 per student)
- New Applicant Information
- Writing samples (grades 6 - 12 only)
- Parent and student signature on Mission, Core Value & Statement of Faith
- Parent signatures on Parent Covenant
- Student signature on Grade 6 – 12 Student Covenant
- Tuition Payment Agreement
- Copy of complete records from current school
- Copy of all latest testing: state ECA (high school only) or ISTEP+ (may obtain at [www.inParentNetwork.com](http://www.inParentNetwork.com); contact your school if you need an invitation code); national testing (Iowa, DIBELS, Terra Nova, SAT/ACT, etc.)
- Copy of student birth certificate and recent photo
- Submit **two** Teacher References and one Pastor Reference (per family) forms to appropriate parties.
  - Teacher references should be given to the student's current homeroom and one additional teacher (K - 5). For students in grades 6-11, you may choose any two of the student's teachers. Homeschooled students should have a tutor or co-op teacher complete the reference. If none, the parent may complete the reference as objectively as possible and you may submit only one reference.
  - The Pastor reference may be given to any pastor or ministry leader who knows your family and the student. If you have recently relocated, are looking for a new church, please note your current status on the form and provide information about your most recent church and involvement level. If you do not attend church, note this on the form.

### Contact Us

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If you have questions or need assistance at any time during the application process, please feel free to contact the Admissions Office at TPCA:

**Mrs. Toni Kanzler**  
Director of Admissions  
[tkanzler@tpcs.org](mailto:tkanzler@tpcs.org)  
317-769-2450 ext. 243

**Mrs. Linda Becker**  
Registrar  
[lbecker@tpcs.org](mailto:lbecker@tpcs.org)  
317-769-2450 ext. 241

**Traders Point Christian Academy**  
Main: 317-769-2450 Toll Free: 877-218-0936  
6600 S. Indianapolis Road Whitestown, IN 46075 [www.tpcs.org](http://www.tpcs.org)

\* Student information is protected by Family Educational Rights and Privacy Act, the Individuals with Disabilities Education Act, and other federal and state laws.

The student listed below has applied to attend Traders Point Christian Academy. Our goal is to make sure that each student admitted to TPCA can be successful. Your honest evaluation of the applicant will be helpful for the admission process. The information will be kept confidential. Applications are processed only after the student's file is complete, so your prompt assistance is appreciated. Please return the original completed form to the address on the back of this form by fax (preferred) or email. Thank you.

Applicant's Name \_\_\_\_\_ Current Grade \_\_\_\_\_

For grades 6 – 12, please indicate subject taught \_\_\_\_\_

Name of Evaluator \_\_\_\_\_

Name of Current School \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Phone \_\_\_\_\_

Thank you for your assistance in providing this information.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

1. Please evaluate the applicant in the following areas and write a brief appraisal with regard to his or her:

**Academic Development**      Weak                  Fair                  Good                  Excellent                  Exceptional  
(Attention span, motivation, study habits, quality of work, contributions to group and achievement relative to potential)  
**Comment:**

**Intellectual Ability:**  
**Math**                                  Weak                  Fair                  Good                  Excellent                  Exceptional  
(Computation, conceptualization, problem solving)  
**Comment:**

**Reading**                                  Weak                  Fair                  Good                  Excellent                  Exceptional  
(Decoding skills, comprehension)  
**Comment:**

**Language Arts**                          Weak                  Fair                  Good                  Excellent                  Exceptional  
(Comprehension, follows directions, oral expression, written expression, vocabulary)  
**Comment:**

**Behavior**                                  Weak                  Fair                  Good                  Excellent                  Exceptional  
(student is focused and on task and is not disruptive of the learning environment)  
**Comment:**

**New Applicant Teacher Reference, page 2**

2. Please write a brief appraisal of the applicant with regard to his or her:

**Character:**

**Motivation:**

**Temperament:**

**Social Behavior:**

**Attitude toward others & authority figures:**

**Strengths/Weaknesses:**

**Potential for Leadership:**

3. **At what grade level is/was the student functioning when last in your class?**

Math \_\_\_\_\_ Reading/Language Arts \_\_\_\_\_

4. Would you recommend this student for admission at Traders Point Christian Academy?

Recommend                       Do not recommend                       Prefer not to make a recommendation

5. Additional comments:

Thank you for your assistance in providing this information.

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Parent/Guardian Signature

Date

**Please return to:**

Traders Point Christian Academy Admissions Office  
6600 S. Indianapolis Road Whitestown, IN 46075  
Ph: 317.769.2450      Fax: 317.769.2456

To Whom It May Concern:

Our son/daughter is being considered for admission to Traders Point Christian Academy. Please forward to Traders Point Christian Academy our son or daughter's complete school records, including but not limited to:

- Transcript of Grades or report cards with Indiana D.O.E. student test number
- Health Records
- Standardized Test Scores (ISTEP+ and any other academic testing administered)
- IEP's/504's and any Special Education Information
- High Ability Testing
- Discipline Files/Information
- Attendance Records

Sincerely,

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Student Name

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Name of Current School

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Fax

**Please return to:**

Traders Point Christian Academy  
Admissions Office  
6600 S. Indianapolis Road  
Whitestown, IN 46075  
Ph: 317.769.2450 Fax: 317.769.2456

Please complete the top section and deliver to current pastor.

Our son/daughter is being considered for admission to Traders Point Christian Academy. TPCA views education as a partnership between the school, home and church. We need your assistance in determining that our student can make a smooth transition into the TPCA program. Applications are only processed when complete, so your prompt attention to this information is appreciated. Please forward the completed form by fax or mail to Traders Point Christian Academy using the information listed at the bottom of this page. Thank you for your assistance!

Sincerely,

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant Name \_\_\_\_\_ Grade \_\_\_\_\_

Parents Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Church Attending \_\_\_\_\_ Pastor Name \_\_\_\_\_

Address/City/State/Zip \_\_\_\_\_

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How long have you known this family? \_\_\_\_\_ Are they church members?  Yes  No

Is the family active in the church's work?  Yes  No If yes, please explain \_\_\_\_\_

Would you recommend this student for admission to Traders Point Christian Academy?

Recommend  Do not recommend  Cannot make a recommendation

Is there any other information we should know about this student or family as we make an admission decision?

Pastor Signature \_\_\_\_\_ Position \_\_\_\_\_

Pastor Printed Name \_\_\_\_\_ Date \_\_\_\_\_

**Please return to:**

Traders Point Christian Academy  
Admissions Office  
6600 S. Indianapolis Road  
Whitestown, IN 46075  
Ph: 317.769.2450 Fax: 317.769.2456