



Tillery Christian Academy

Thank you for your interest in TCA!

Please submit the following items all together to complete your child's application for enrollment:

- This completed checklist
- TCA Application for Admission
- Enrollment Contract
- \$100 application fee
- Release to transfer records
- I applied for the Opportunity Scholarship
- I applied for the Education Savings Account
- I plan to pay for the \$500 registration fee in full
- I plan to pay for the \$500 registration in monthly installments with tuition

REFERENCES: Please list a pastor and family friend who know you well. Do not list relatives.

Pastor _____ Address _____ Phone _____

Family Friend _____ Address _____ Phone _____

SCHOOL

Present School _____ Phone # _____

Address _____ Grade(s) _____ Date(s) _____

Has the applicant skipped a grade? Yes No Has the applicant been retained? Yes No

Has the applicant been suspended or expelled? Yes No If yes, explain: _____

Does the applicant require any medication? Yes No If yes, please explain _____

Does the applicant have an IEP? Yes No
Please submit a copy of IEP with this application.

Has your child received other services by school, medical, or private services (i.e. tutoring, mental health services)? Yes No If so, please explain. _____

Has the applicant been tested or enrolled in any of the following special programs:

- AIG/Academically Gifted
- EC preschool or classroom
- Behavior classroom
- EC Pull outs

Please make a statement describing your personal Christian experience and faith (use additional paper if necessary).

Please indicate why you want to enroll your child(ren) in Tillery Christian Academy _____

*Please return this form with your non-refundable \$100 application fee.
If enrolling a kindergartner, please include a kindergarten physical form and a birth certificate.
If enrolling a homeschooler, please include the student's most recent standardized test score.*

Applicants are enrolled under a 30 day probation period. This time allows the school to receive student records and determine appropriateness for this school.

Signature of parent

Date

Consistent with Christian principles, Tillery Christian Academy does not discriminate with regard to race, sex, or national origin in the administration of its educational policies, financial aid program, athletic or other school-administered programs.



Tillery Christian Academy Student Records Request

Requesting records from:

School Name: _____
 Attention: _____
 Fax Number: _____
 Phone Number: _____
 Email: _____

Send requested records to

School Name: Tillery Christian Academy
 Attention: Mrs. Jennifer Keely or Mrs. Misty Nordan
 Requestor's Email: tillerychristianacademy@gmail.com
 School Address: 857 Pee Dee Ave, Norwood, NC 28128
 School Phone Number: 704-680-7944

Tillery Christian Academy is requesting the following Student Data/ Records:

- Formal Withdrawal/Transfer Form including the most current average for each course in which the student is enrolled (numerical & letter grade with grading scale)
- Send most recent Transcript (High Schools Only)
- All Discipline Records to date including any arrest records, juvenile arrests, or referrals to juvenile detention
- All report cards, including the most current quarterly report
- All legal documentation including the most current custody/guardianship documentation, copy of birth certificate, and health/medical documents
- All test scores, including but not limited to state testing, End-of-Grade and End-of-Course test results
- ESL (English as a Second Language) Evaluations, Testing, and Documentation
- All Individual Education Plan (IEP) documentation and accommodations to date including all IEP Service Evaluations and all Psychological Evaluations
- 504 Plan, please include all documents to-date
- Advanced Placement of Academically Gifted program documentation and testing results

It is North Carolina law that Immunization Records are sent/ received 30 days after enrollment. Students are subject to suspension/expulsion if immunizations are not received and in compliance by the 30th day after enrollment.

Student's Name _____
 Student's Date of Birth: _____ Current Grade Level: _____

I consent for the above named school to release my child's school records and any legal documents to Tillery Christian Academy.

 Parent/ Guardian Signature



**TILLERY CHRISTIAN ACADEMY
ENROLLMENT CONTRACT FOR THE 2024-2025 SCHOOL YEAR**

This is a legally binding contract. Please read it carefully.

This is to confirm my intention to enroll _____ (full legal name of student) to Tillery Christian Academy for the 2024-2025 school year, subject to the following terms:

- _____ Initial 1. In consideration of acceptance of this enrollment contract by Tillery Christian Academy, I accept the responsibility for the Tillery Christian Academy account for the **full year**, including full tuition and any other charges incurred by or on behalf of the student. **I understand that no refund will be made of any portion of the application fee, registration fee, and tuition already paid.** I understand that Tillery Christian Academy may decline to accept a Contract for a student whose current tuition and/or other charges are past due.
- _____ Initial 2. **Tuition is due on the 1st of each month.** A late fee of 10% will be assessed for failure to pay tuition by the 10th day of the month. Any account that is 30 days past due is considered a delinquent account. Any person with a delinquent account must make arrangements through the office immediately. Any account that remains delinquent for an additional 30 days without contacting the Board will result in an automatic suspension of the student until satisfactory arrangements have been made. There is a \$25 charge for all checks returned to us by your bank for any reason. If two checks are returned, the account is on a cash basis. Postdated checks will not be accepted.
- _____ Initial 3. **Parent Support:** Student's enrollment at Tillery Christian Academy is subject to parent support of the standards of the school in its

philosophy, methods, objectives, and policies including moral, academic, behavioral, dress, conduct, and disciplinary standards; to assume responsibility for parental monitoring of student's education, being an encourager, and keeping in regular contact with the student's teachers; and to attend mandatory meetings/conferences called by the school. Parents also agree to support, to the best of parent's ability, the school's entire program through time, attendance at parent meetings, and participation in various school activities.

_____ Initial 4. Student's enrollment at Tillery Christian Academy is subject to the general statements, rules, regulations, conditions and financial terms contained in the School's Parent and Student Handbook, which may be amended from time to time. Parent acknowledges that parent and student must abide by such school rules and regulations.

_____ Initial 5. **Attendance:** Tillery Christian Academy expects students to attend class regularly and be on time each day. It is extremely important that students be present for the entire instructional time each day. Failure to do so has a negative impact on learning and, consequently, grades. Parent agrees to send a written excuse or doctor's note after an absence/tardy. Failure to do so will result in the coding of the absence or tardy as unexcused. Excessive absences will require a mandatory parent meeting with the Headmistress, teacher, and/or Discipline Council. An accumulation of 20 absences will result in court action or expulsion.

_____ Initial 6. **Student Expectations:** Student is expected to adhere to all classroom/school rules, maintaining a level of decorum that is respectful of peers, adults, and the learning environment at Tillery Christian Academy, whether on campus or as a representative of Tillery Christian Academy off-campus. Behavior that interferes with the positive instructional or social environment of the classroom will not be tolerated and will result in a meeting with the Discipline Council.

_____ initial 7. **Termination:** Tillery Christian Academy has the right to suspend or terminate the attendance of any student due to defaulted parent

financial obligations or for reasons that the School Administration considers detrimental to Tillery Christian Academy's community or other students at the school.

_____ Initial 8. **Admissions:** Admission is probationary for 30 days pending the receipt of previous school's records/homeschool test scores. Assessments may also be given to determine instructional needs for your child. Continuing enrollment requires a meeting with the school's admissions committee within the 30 day probationary period. After an examination of the records/test scores, the committee will determine whether the student(s) and Tillery Christian Academy would be a good fit for one another. New families are required to come to a new family orientation hosted by the school board.

_____ Initial 9. **Parent's Commitment to Truthfulness in the Admissions and Enrollment Process:** The school is relying on the completeness and truthfulness of the information provided by the parent in the admissions and enrollment process. If Tillery Christian Academy finds out after the student has been admitted and enrolled that the parent was not truthful in the admissions and enrollment process on any issue that TCA, in its sole discretion, finds to be important, TCA has the absolute right to terminate this contract. There will be no refund of tuition where such termination occurs and any unpaid balance is payable in full according to the terms of this contract.

I understand and agree that this Contract is a binding and enforceable agreement and that Tillery Christian Academy may bring an action to enforce any rights under this agreement.

By signing below, I acknowledge that I have read this Contract and understand and accept all of its terms and conditions.

Parents/Guardian 1 - print name

Signature

Date