

Admissions Policy

Family Lifestyle Policy

St. Cloud Christian School's biblical role is to partner with Christian parents to mold students to be Christ like servant leaders. On occasion, the atmosphere or conduct within a particular home may be counter or in opposition to clear biblical standards. This includes, but is not necessarily limited to, sexual immorality, homosexual sexual orientation, or inability to support the moral principles of the school. In such cases, the school reserves the right, within its sole discretion, to refuse admission of an applicant or to discontinue enrollment of a student.

St. Cloud Christian School has been established on the biblical principle that God has given parents the primary responsibility for educating their children. The school enters into a partnership with parents and Christian educators to teach academics in the context of a Christian biblical world-view. Our policy is to offer enrollment to students of Christian parents who desire a Bible-based education with academic excellence for their children.

Christian Partnership Policy

St. Cloud Christian School is a bible-based Christian faith based school. Therefore, it is required that at least one of the parents/guardians is able to give a clear testimony of a personal faith in Jesus Christ. Parent/guardians are also required to read and sign the Statement of Faith to indicate their knowledge and support of the doctrinal position taught at this school.

St. Cloud Christian School reserves the right to select students and families on the basis of academic performance, Christian commitment, lifestyle choices, and personal qualification including a willingness to cooperate with our administration and policies. Therefore, we reserve the right, within our sole discretion, to refuse admission of an applicant or to discontinue the enrollment of a student on the basis of, but not necessarily limited to, the inability to support the moral principles of the school and/or maintaining a lifestyle in conflict with our statement of faith and/or any of the policies.

Non Discrimination Policy

St. Cloud Christian School admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. St. Cloud Christian School does not discriminate on the basis of race, color, national or ethnic origin, gender, status in regard to public assistance in administration of its educational policies, admissions policies, tuition assistance programs, athletic and other school administered programs.

Priority Policy

New and returning students will be enrolled or re-enrolled according to the following order of priority. These priorities apply only after students have been qualified through application, placement testing, and interview. Returning students are considered qualified unless special academic or behavioral probation applies. A non-refundable re-enrollment fee is required of each student each year.

1st Priority: Returning Students

Students who reenroll from the previous year, provided they register in the protected time period before March 28th

2nd Priority: St. Cloud Christian School Sibling Applicants

Students with SCCS sibling enrolled and currently attend SCCS

3rd Priority: Other Applicants with Pastor Recommendation (optional)

Students that do not currently attend SCCS and have a recommendation letter or form from their Pastor of their church

4th Priority: Other Applicants

Students without SCCS sibling and do not currently attend SCCS

Date of application determines their place on waiting list

Class Capacity Size Policy

St. Cloud Christian School strives for academic excellence. We keep our class size limited for the success of our students.

Maximum Class sizes:

Kindergarten	16 per class
Grade 1	20 per class
Grade 2	22 per class
Grade 3	23 per class
Grades 4-6	25 per class
Grades 7-12	25 per class

Changes to this policy are determined on specific class basis by the admissions office.

Provisional Acceptance

School records or admission data that indicate an academic or behavioral problem may result in the student being admitted provisionally. The conditions of provisional acceptance are designed to assist in making up for weaknesses or gaps in previous learning or to give the student an opportunity to demonstrate positive maturing and acceptable performance. A provisional status will involve early evaluation of a child's ability to cope at the current grade level. The student may need additional testing at a later date, may require additional tutoring, or may be recommended for another year at the same grade level. Any special condition for admission will be explained to parents carefully and provided in writing. We desire all children admitted to have maximum opportunity for success in our school program.

In the event that parents of children with exceptional needs (behavioral, academic, or emotional) disclose known issues/concerns about their child during the admission process, the school may choose to offer admission for a trial period. The trial period could be ongoing at the sole discretion of the school.

In general, students who have been expelled or asked to leave other schools because of poor disciplinary records will not be admitted to St. Cloud Christian School. Such students must wait at least one year and compile a good disciplinary record before their application will be considered. Entering students will also be asked to have a placement testing assessment which will help us determine whether or not SCCS will be able to meet the needs of the student. All Students admitted to St. Cloud Christian School are placed under both academic and disciplinary probation for a period of one semester.

At any time, it becomes evident that a student has academic, behavioral, or emotional needs that fall outside of the scope of the school's programs, a meeting with parents, teacher and administration will be held. It will be the sole discretion of the school to determine if removal of the student is necessary.

Special Education Policy

St. Cloud Christian School has the ability to serve students who can be served through the curriculum taught at the school. Consequently, SCCS will carefully consider the application of all students, in order to determine if the needs of the student can be met, given the limited resources of the school.

Home School Policy

Administration will determine, on an annual basis, which school programs and courses are available to home school students. Fees for participation will be set by the Board. All options will be offered on a space-available basis and established policies only.

General Admission Requirements

Kindergarten students must be age 5 and first grade students must be age 6 on or before September 1.

St. Cloud Christian School reserves the right to conduct academic placement testing of all potential students. A student's acceptance at any grade level is contingent upon the student's ability measured by a placement testing assessment and by the interview data. Applicants will be informed when a decision on admission is reached. SCCS has sole discretion to accept or deny any application for enrollment. Acceptance at the school is not a guarantee of continued enrollment.

Admission may be denied for:

- Failure to meet any requirement in admission process
- Previous academic work or grade retention, which places a student more than one full academic year behind the grade placement deemed appropriate for the student's age.
- Student has learning needs or difficulties that are beyond the scope of the program available at SCCS.
- The student has a record of disciplinary problems and/or exhibits a lifestyle inconsistent with the mission, philosophy, core values, student handbook and/or policies of the school.
- The student voices opposition or negative attitude towards admission.
- A tuition balance remains from the previous school year and special payment arrangements have not been agreed upon with the board.
- Classroom size limits have been reached.
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Families seeking admission to SCCS must meet the following standards:

- The parent(s) or guardian(s) must have legal custody of the child(ren) and they must reside in the household for the majority of the time.
- The family must have at least one parent or guardian residing in the household. If there are two parents residing in the household, they must be a legally married man and woman. This is based upon the Biblical standards of marriage based on Romans 7:2-3 and Ephesians 5:22-33.
- The family must be active in a local Bible-believing church.
- School policies involving communications expectations and code of conduct.

Waiting List Policy

In cases when grade levels have been filled, and waiting lists become necessary, presently enrolled families will be allowed to re-enroll their child(ren) until March 15th. After March 15th, siblings of presently enrolled families will be given first priority, and then remaining applicants will be enrolled on a first-come, first-served basis. All necessary forms and fees must be satisfactory completed before a child will be placed on a waiting list.

Financial Assistance Policy

Financial assistance may be available on an annual basis to those families who demonstrate financial need as determined by the guidelines set forth in the St. Cloud Christian School's tuition assistance policy. Detailed tuition assistance information is located on the SCCS website. New families may apply for tuition assistance at any time after applying with the Admissions office. If families determine that the financial assistance they have been granted does not meet their need, they may submit an avenue to petition for more assistance to meet the needs. Each financial assistance petition will be considered on a case by case basis.

Health Records Policy

Enrollment cannot be completed until the school has had the opportunity to evaluate the following items:

1. Current medical history
2. Physical examination
3. Allergy information
4. Inoculation records on file
5. Preliminary screenings for speech, hearing, vision, scoliosis, fine and gross motor skills, and language will be required. (Also available through District 742 Nursing services).

Our responsibility under current law is to delay enrollment until complete records are provided.

Denial of Admissions Appeal Policy

If a parent wishes to appeal a denial of admission, a letter may be written to the Board chairperson. The Board chair will designate a subcommittee from the Board to review the appeal. The decision from this subcommittee will be final.

Withdrawal Policy

No records will be released until a student has properly taken care of all the details of withdrawal procedures.

I. **Procedures**

Campus Tour

Prospective students and parents are welcome to tour our school for a tour of the campus. This tour is scheduled with admissions office. Please call 320-252-8182 or email at admissions@stcloudchristian.org. We will provide an admission packet with further details and answer any questions.

Classroom Visit

Prospective students are welcome to visit on school days for a half day or full day visit in the classrooms. This visit is scheduled with admissions office. Please call 320-252-8182 or email admissions@stcloudchristian.org. SCCS will provide hot lunch for visitor if scheduled in advance.

Application and Fee

The application includes a signed Statement of Faith agreement. An application fee of \$100 (\$50 for each additional sibling, a maximum of \$200 per family) is accompanied with the application to the school and is non-refundable. This is a one-time fee per family.

Academic Records

Parents are asked to provide a transcript of grades, testing, and other official records from previous schools. This includes copies of any special diagnostic testing for learning problems, attention deficit, hyperactivity, or other special needs. If necessary, SCCS has a release of records form available for parents to use. The student will not be scheduled for placement testing without submission of transcripts, behavioral documentation, any copies of past or present learning plans (IEP or 504), standardized test scores and previous report cards.

Placement Testing

In most cases, SCCS will require a placement test.

Family Interview

Families of new students will be given the opportunity to meet with Administration prior to finalizing admission.

Health Records

All new students and current students must submit a health information form with immunization and current health records. These may be copied or transferred from the previous school. All new students must have a physical examination by licensed physician and the state required immunization.

Official Acceptance

Official Acceptance is communicated to parents. A \$250.00 deposit is due to hold the student's place following the acceptance. This amount will be deducted from the first month's tuition payment. New families will not be considered enrolled until this deposit is received. Families will be provided a student/parent handbook and are added to our mailing list at this time.

Tuition and Fees

Upon acceptance, families will be provided a tuition options with a \$250.00 deposit in order to complete enrollment. This amount will be deducted from the first month's tuition payment.

II. Process

New families process checklist:

1. Campus Tour
2. Classroom Visit
3. Application and Fee
4. Records-Report Cards, Behavioral Documentation, Transcripts, including copies of IEP's and 504 plans
5. Placement Testing
6. Family Interview
7. Official Acceptance
8. Payment of Tuition and Fees/Tuition Agreement
9. Health Records-Forms and immunization records/physical

Contact Information

The office of admissions would love to assist you in anyway throughout the application process.

Admissions office

Lana Kozak, Director of Admissions

Phone 320-252-8182

Email admissions@stcloudchristian.org