

APPLICATION PROCEDURES

- I. Schedule a tour**
- II. Carefully read the following enclosed forms and be in full agreement:**
 - a. Statement of Faith
 - b. Family Life Values Statement
 - c. Tuition and Fees Schedule
 - d. Parents as Partners Agreement
- III. Complete the following forms:**
 - a. Application
 - b. Confidential Student Profile
- IV. Enclose the following with each enrolling child's application and student profile:**
 - a. Copy of the birth certificate
 - b. Copy of immunization records
 - c. Copy of a recent doctor's physical
 - d. Copy of any records from prior school
 - e. Check or money order to cover the appropriate fees
- V. Upon the receipt of your completed forms, birth certificate and immunization records, families with a child enrolling in our kindergarten program will be contacted to schedule a date for kindergarten screening.**

EDUCATIONAL PHILOSOPHY

Our philosophy of education reflects in every way a Christian philosophy of life. We are God-centered. We honor God as the physical Enabler and spiritual Motivator for pursuing knowledge. We recognize that it is God and His world, which is the object of our learning.

† It is our goal that each child will develop their own unique God-given personality, have a positive awareness of their place in the world around them and an appreciation for their environment through a multi-sensory approach.

† It is our intention to provide opportunities for the whole child to develop spiritually, physically, socially, emotionally and intellectually through a literate, interactive environment.

† We espouse the developmental point of view that the physical, social and intellectual aspects of development depend on and support each other. The Developmental point of view appreciates and anticipates that readiness for any task has its roots in the biological/maturational level of the child. Therefore we cannot produce, speed up or ignore maturational readiness.

† We strive to recognize and meet the challenges of responding to each child's level of development appropriately and with initiative.

Furthermore, the founding directors of PCA desired to establish a program where children could learn of God's love, be taught by committed Christians, and do so in a peaceful loving and kind environment. Today those desires remain a constant in the learning plan.

Statement of Faith

Penn Christian Academy's Statement of Faith is intended to express those central Christian beliefs which are clearly taught in the Bible and which are held in common by the broad-based Christian community. The Statement of Faith is intended to provide an inclusive rather than exclusive basis for support and participation by the total Christian community.

The Bible

The basis of our belief is the Bible, composed of the sixty-six books of the Old and New Testaments. We believe that the Bible in its entirety originated with God, and it was given through the instrumentality of chosen men. The Bible thus one and the same time speaks with the authority of God and reflects the backgrounds, styles and vocabularies of the human authors. We hold that the Bible is the unique, full and final authority on all matters on which it speaks, and that there are no other writings of equal authority.

God

We believe that there is one true God, eternally existing in three persons - Father, Son, and Holy Spirit, each of Whom possesses equally all the attributes of Deity and the characteristics of personality. In the beginning God created out of nothing the world and all the things therein; thus manifesting the glory of His power, wisdom and goodness. By His sovereign power He continues to sustain His creation, according to His own wise, eternal plan.

Salvation

The central purpose of God's revelation in the Bible is to call men into fellowship with Himself. Originally created to have fellowship with God, man chose to go his own independent way, and was thus alienated from God and suffered the corruption of his nature, rendering him unable to please God. The fall took place at the beginning of human history and all men since have suffered these consequences and are thus in need of the saving grace of God. The salvation of men is the work of God's free grace, not the result of human works or goodness, and is appropriated by faith.

Jesus Christ

The saving object of faith is Jesus Christ, the eternal second Person of the Trinity Who was united forever with a true human nature by a miraculous conception and virgin birth. He lived a life of perfect obedience to the Father and voluntarily atoned for the sins of men by dying on the cross as their substitute thus satisfying divine justice and accomplishing salvation for all who trust in Him alone. He rose from the dead in the same body, though glorified, in which He lived and died. He ascended bodily into heaven, and sat down at the right hand of the Father, where He, the only Mediator between God and man continually makes intercession for His own. He shall come again to earth, personally and visibly, to consummate history and the eternal man of God.

The Holy Spirit

The essential accompaniment of a genuine saving relation with Jesus Christ is a life of holiness, obedience, and service, wrought in the believer by the Holy Spirit, the third Person of the Trinity. He was sent into the world by the Father and the Son to apply to men the saving work of Christ. He enlightens their minds, awakens in them a recognition of their need of a Savior, regenerates them and at the point of salvation indwells every believer to become the source of assurance, strength, wisdom, guidance, and ministry.

Human Destiny

The consummation of God's saving work embraces the whole man - body, soul, and spirit. For all men there is a life to come, a resurrection of the body and a future judgment. There are two aspects of the righteous judgment of God: the judgment of believers reveals the quality of works done in the body for the purpose of bestowing rewards, there being no condemnation for those who are in Christ Jesus; the judgment of unbelievers reveals the depth of sin and the justice of God in allowing men to perpetuate in eternity their rejection of God.

The Church

The corollary of union with Jesus Christ is that all believers become members one with another. There is one true universal Church, which is composed of all people everywhere, living and dead, who have trusted in Christ for salvation, without regard to organizational affiliation. God commands us to assemble together for the purposes of worship, edification and mutual encouragement, and wherever God's people meet in obedience to this command there is a local expression of the Church. It is the responsibility of each of member to keep the unity of the Spirit for the upbuilding of the Body, and to work with other members of the fellowship to show Christian concern for the needs of people everywhere - especially to the poor - and to fulfill our Lord's final command to His Church - to spread the Good News of redemption throughout the world.

(see reverse side)

FAMILY LIFE VALUES STATEMENT

The early childhood department of PENN CHRISTIAN ACADEMY views the education of its students as a partnership with each family. In establishing a Biblical world-view and developing skills to last a lifetime and character to last for eternity for both our students and family members, we hold the following truths to be foundational to the educational process. All Bible verses are quoted from the *New International Version*.

* Our academic program educates the whole child (academically, spiritually, socially, emotionally, and physically) based upon the Word of God, which is the full and final authority on all matters on which it speaks. We accept **all** of the Bible as true and integrate all of its content into our teaching.

2 Timothy 3:16-17 - *All scripture is God breathed and is useful for teaching, rebuking, correcting and training in righteousness, so that the man of God may be thoroughly equipped for every good work.*

* We teach that God created all of mankind through Adam and Eve, who were created with equal value in the image of God. Each individual is uniquely created, valued, and loved by God. Life from conception is sacred. Respect for one another stems from this knowledge.

Genesis 1:27 - *God created man in his own image, in the image of God he created him; male and female he created them.*

Psalm 139:14 - *I praise you for I am fearfully and wonderfully made; your works are wonderful, I know that full well.*

Psalm 139:13 - *For you created my inmost being; you knit me together in my mother's womb.*

Ephesians 5:21 - *Submit to one another out of reverence for Christ.*

* We believe in the sanctity of marriage between one man and one woman. The family as God intended is the union of a husband and a wife who are committed to each other and their vows and mutually submit to one another and their Creator.

Genesis 2: 24 - *For this reason a man will leave his father and mother and be united to his wife, and they will become one flesh.*

* We honor the parenting roles taught in scripture and believe that parents (or parent as may be in a single-parent home) are responsible for training, instructing, and disciplining their children. Parents are the primary role models and teachers in their children's lives, showing love, respect, and honor to their children.

Ephesians 6:4 - *Fathers, do not exasperate your children; instead, bring them up in the training and instruction of the Lord.*

Deuteronomy 6:6-7 - *These commandments that I give you today are to be upon your hearts. Impress them on your children. Talk about them when you sit at home and when you walk along the road, when you lie down and when you get up.*

* We purposefully work with parents to form a close-knit partnership dedicated to building strong children and strong families by teaching God's truth in an ever-changing society. Through a Christ centered curriculum and Godly instruction, students will be equipped with a love for others and the skills and knowledge for life and eternity.

Proverbs 22:6 - *Train a child in the way he should go, and when he is old he will not turn from it.*

TUITION AND FEES 2007-2008

Making a Christ-centered education affordable for families.

Meet with us to discuss how we can personalize your payments or assist with you financial planning.

Early Childhood Education And Kindergarten Programs	Tuition Fee	10 Month Pymt. Plan
2 Half Days (Tue. & Thurs. / 3 yr. olds only)	1,750.00	175.00
2 Full Days (Tue. & Thurs. / 3 yr. olds only)	2,200.00	220.00
3 Half Days (Mon., Wed., & Fri.)	2,400.00	240.00
3 Full Days (Mon., Wed., & Fri.)	2,925.00	292.50
5 Half Days	3,100.00	310.00
5 Full Days	4,700.00	470.00
Kindergarten 5 Half Days	3,740.00	374.00
Kindergarten 5 Full Days	5150.00	515.00

Families enrolling 3 or more children will receive a 50% discount for the 3rd and subsequent child(ren).

Financial Aid Applications are available for families with children in grades K-8. Financial need must be established through PCA analysis. Contact the business office to request an application.

Registration Fee*: (due with your application – nonrefundable)

Preschool...\$50.00

Kindergarten ...\$100.00

Computer/Curriculum Fee*: (payable with application or tuition payments - nonrefundable after 8/31)

Preschool...\$100.00

Kindergarten...\$200.00

**Registration fee is assessed for the oldest enrolling child only, subsequent children are free.*

Payment Plan A (annual)

κ Payment in full by June 1

κ 3% discount incentive

Payment Plan B (semester)

κ 2 payment plan, half due on July 1 & balance due on Dec. 1

κ 1.5% discount incentive

Payment Plan C (10 months)

κ **10** payment plan, due on the 1st of each month, **Aug.** – **May.**

**** Must have automatic withdrawal from personal checking account for this payment plan option.**

Additional Services: Extended Supervised Care*** (ESC)

ESC is a service offered to families who require a safe, fun, supervised environment for their child(ren) during non-school hours. ESC is a prepaid service where payment remitted reserves placement for your child for the upcoming week. Your payment is due 1 full week in advance for admittance into this program.

<u>Program</u>	<u>Ages</u>	<u>Start/End Time</u>	<u>Charge (per use)</u>
Morning ESC	3 & 4 Yr. Old	7:00-8:20 am	\$4 (2 nd child ½ price, 3 rd child no charge)
Morning ESC	K - Grade 8	7:00-8:00 am	\$4 (2 nd child ½ price, 3 rd child no charge)
Afternoon ESC	3 Yr. Old - Grade 8	3:15-6:00 pm	\$8 (2 nd child ½ price, 3 rd child no charge)

***** For families using afternoon ESC services everyday, please inquire about our ESC discount program.**

Please Call the admissions office to inquire about Kindergarten financial aid.

PENN CHRISTIAN ACADEMY

Parents As Partners Agreement

Morality Clause: (Academy Families - Grades 1-8; "Academy" Kindergarten)

Parents/guardians agree that the Bible dictates the standards for sexual behavior. Any promiscuity, pre-marital or extra-marital sex, homosexuality or other deviant behavior is forbidden and as such violates this agreement. Cohabitation is not permitted for a custodial parent or guardian. Parents/guardians will manifest by precept and example, the highest Christian virtue and personal decorum, serving as a Christian role model, both in and out of school; as an example to our school community in judgment, dignity, respect and Christian living.

SECTIONS A - E (All Families)

A. Finances:

We agree to complete our financial responsibilities as outlined on the Tuition and Admittance schedules and policies below and fully understand that:

- No refunds or credit will be given for temporary absences or withdrawals unless approved by the Academy's Board of Directors. Children of parents owing delinquent tuition will be dis-enrolled after 30 days. Furthermore, families with an unpaid balance at the end of the school year will forfeit any paid re-enrollment fees and their child's class placement for the new school year. Report cards and transcripts of those owing tuition on their child's last day of school will be withheld. In addition, neither kindergarten nor eighth grade students will be permitted to attend graduation exercises or receive a diploma unless the family's tuition amount is current and all checks have cleared to the school's account.
- Tuition & ESC payments are due in advance. If paid annually, payment is due the 1st day of June. If paid semi-annually, the first payment is due the 1st of July; the final payment on the 1st of December. Late annual and semi-annual payments will forfeit the discount. Monthly payments are made in ten equal monthly installments, which are due on the 1st of each month, starting August 1st. Tuition that has not been received by the 10th of the month will be assessed a \$20.00 late fee. Returned checks will be assessed a \$25.00 fee plus the \$20.00 late fee. Unpaid tuition of 10 days will generate a past due notification letter. An unpaid tuition balance of 30 days will generate a notification letter of dis-enrollment until the account is current. Unpaid ESC balances requiring billing will be assessed a weekly \$2 billing fee. PCA reserves the right to refuse personal checks, requiring subsequent payments to be remitted in the form of cash or money order.
- Accounts paid with a post-dated check will be recorded as not paid until the date on the check. The above rules apply.
- Continued failure to meet the above stated obligations or agreements will result in Board action to consider dis-enrollment, whether or not the bill is paid.
- When a student has been voluntarily withdrawn from the school for any reason, tuition must be paid in full for each calendar month in which the student was registered (regardless of the number of days in attendance) on the basis of one tenth (1/10th) of the annual tuition for each of the months attended. If a student is expelled or withdrawn, at the recommendation of the school, tuition will be due on the basis of 1/10th of the annual rate for each month in attendance.
- All unpaid tuition accounts from past years are still due to Penn Christian Academy. Careful records are kept and any parent may determine the status of his or her account by inquiring to the Business Office.

B. Discipline:

- We agree that our child(ren) will be subject to the rules and regulations of Christian discipline set forth in the daily school program. The Student Handbook elaborates upon this area.

C. Cooperation:

- We support and pledge our full cooperation to the school and its rules, goals and commitment. We will bring any questions and criticisms directly to the teacher (Matthew 18:15), and if further clarification is needed, to the administration so that they can be properly considered by those in authority.

D. Understanding:

- The Academy reserves the right to dismiss any student for lack of cooperation by the student or the parent/guardian.
- This agreement may not be changed or voided without the written approval of the Sr. Administrator and/or the Board of Directors.
- We will cooperate with administrative, educational, spiritual and financial policies as set forth by the Board of Directors.
- We will attend the Back-to-School Nights and Annual Parent's Meetings which will familiarize us with the goals and purposes of the Christian education our children will receive at Penn Christian Academy.
- Tuition rates do not cover the cost of operating the school and our participation is needed by financial giving, volunteerism and prayer support.
- There is a credible profession of faith in Jesus Christ on the part of at least one parent and agree with the Statement of Faith (parents grades 1-8 and kindergarten families seeking acceptance into the Academy).
- We are required to regularly attend/be a member of a Bible believing church (Parent 1-8 and "Academy" K).
- We agree to ensure that our child(ren) adhere(s) to the established uniform dress code.

Statement of Partnership: (All Families)

Penn Christian Academy views the education of its students as a partnership. The school provides a quality academic education integrated with a Christian world-view. The school expects that the parents will nurture respect for the school at home via a positive attitude towards both faculty and administration. It is believed that the educational process can only be completed when the partners execute to the fullest of their abilities, this agreement. **Failure to observe any of the above may result in dis-enrollment. Therefore, both parent(s)/legal guardian(s) must sign the bottom of the enrollment application acknowledging approval of this Agreement before enrollment status can be granted.**



PENN CHRISTIAN ACADEMY

Application For Admission

50 W. Germantown Pike, East Norriton, PA 19401

Phone: 610-279-6628
Extension 114

Fax: 610-279-1956

E-Mail: lbearden@
Pennchristian.org

Date: _____

Enrollment For School Year 20____ - 20____

FAMILY INFORMATION

Mother

Name _____

Address _____

Phone _____ Cell _____

E-Mail _____

Marital Status Married Divorced Single
(check one) Separated Remarried Widowed

Church You Attend _____

Church Address _____

Phone _____ Pastor's Name _____

Employer _____ S.S.# _____

Address _____

Phone _____ E-Mail _____

Occupation/Title _____

Father

Name _____

Address _____

Phone _____ Cell _____

E-Mail _____

Marital Status Married Divorced Single
(check one) Separated Remarried Widowed

Church You Attend _____

Church Address _____

Phone _____ Pastor's Name _____

Employer _____ S.S.# _____

Address _____

Phone _____ E-Mail _____

Occupation/Title _____

I Have Read And Agree To The Terms As Outlined In The Parents As Partners Agreement

Mother /Guardian Signature Date

Father/Guardian Signature Date

CHILDREN INFORMATION

Names Of Children Enrolling	Date Of Birth	Grade/Level Applying For	Program (preschoolers only) fill in # of days and half or full as offered on the tuition/ fees chart	Initial Enrollment	Re-enrollment
_____	_____	_____	_____	<input type="checkbox"/> (check one)	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/> (check one)	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/> (check one)	<input type="checkbox"/>

With Whom Do The Children Reside? _____

Indicate Children's School District _____ Will You Require Busing? Yes No

Describe Your Relationship With Christ (required for grade 1–8 admission and for kindergarten financial aid consideration)

Mother

Father

Describe Your Church Involvement (required for grade 1–8 admission and for kindergarten financial aid consideration)

Mother

Father

FINANCES

Payment Plan (please check one)

- _____ Plan A: Payment Due In Full by June 1st
 _____ Plan B: First ½ Due By July 1st, Balance Due By December 1st
 _____ Plan C: 10 Payment Plan Beginning August 1st, ending May 1st

Financial accounts are the responsibility of the enrolling parent(s). Please note all payment plans are due on the 1st of the month. Payments received after the 9th of the month are considered delinquent and will be assessed a late fee. Returned checks are also subject to a penalty fee.

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***Payment plan D offered only through automatic bank withdraw payment system.**

EXTENDED SUPERVISED CARE (ESC)

Do You Require ESC Services? Yes No If yes, please indicate which days, sessions and times in the box below

	Monday	Tuesday	Wednesday	Thursday	Friday
Morning Session ESC Drop-off Time					
Afternoon Session ESC Pick-up Time					

FOR OFFICE USE ONLY

Date Received _____ Received By _____ Enrollment To Begin On _____ Assigned Teacher _____

Reg. Fee Amt. _____ Testing Fee _____ Computer/Curriculum Fee _____ Total Paid _____ Cash/Check # _____

Birth Certif. _____ Student Profile _____ School Records _____ Immunizations _____ Medical/Physical _____

Pastor Letter _____ Student Testing _____ Interview _____ Admission Letter _____ Supply List _____

Notes _____

APPLICATION CHECKLIST

Did you remember to enclose the following?

- _____ Copy of the birth certificate
- _____ Copy of current immunization and medical records including a recent physical
- _____ Copy of last report card and records from prior school
- _____ Check or money order to cover the appropriate fees