

ADMISSIONS CHECKLIST

- **Call the Admissions Department to schedule an appointment for a family tour (303-531-4541).**
- **Attend an Info Event/Open House (Optional).**
- **Complete and sign the New Student Application.**
- **Enclose the following with your completed application:**
 - \$50 non-refundable application fee for each student who is applying (capping at \$100)
 - * Foreign exchange student application fee is \$100 per student.
 - * Application fee is \$100 per student for applications submitted between August 1st-31st.
 - A copy of applicant's Birth Certificate
 - A copy of applicant's updated Immunization Record (with doctor's signature)
 - A copy of applicant's report card for current and past two years
 - A copy of applicant's three most recent standardized test scores
 - Student Academic Form (***K-12th grades***) and Student Life Form (***7th-12th grades only***)
 - A copy of applicant's current transcript (***9th-12th grades only***)
 - A graded essay from current school year (***9th-12th grades*** 5 paragraphs, ***7th-8th grades*** 3 paragraphs)
- **Submit all materials to the Admissions Department in person, by mail, fax or electronically (PDF files).**

Front Range Christian School Admissions Department
6657 W. Ottawa Ave., #A-17, Littleton, CO 80128
Admissions Coordinator: 303-531-4541 Fax: 720-922-3296, admissions@frcs.org
- **Distribute the enclosed reference forms to the appropriate people and request that they return their completed forms to the FRCS Admissions Department.**
 - Pastor Reference Form (K-12th grades) One per family
 - Youth Pastor Reference Form (8th-12th grades only)
 - Elementary/Pre School Reference Form (K-6th grades only)
 - English/Language Arts Teacher Reference Form (7-12th grades only)
 - Math Teacher Reference Form (7-12th grades only)
 - Principal/Counselor Reference Form (7-12th grades only)
- **Optional - Schedule shadowing (3rd-12th grades) or observation (K-2nd grades) with Admissions Department. *Completed applications (including references) must be received by the admissions department prior to scheduling a shadowing.***
- **Family Interview**

When all application materials (including reference forms) have been received, the Director of Admissions will review each applicant's file and make a recommendation to the respective campus principal(s). If the applicant(s) meets the admissions requirements, FRCS will schedule a family interview with the principal of the grade level to which you are applying. **All students must accompany their parents/guardians to the interview.*
- **Applicant Testing**

FRCS conducts formal screening tests for the following applicants to determine academic capabilities and to insure proper class placement: Kindergarten, 1st grade, 7th-12th grades, and all homeschool students transferring into FRCS. The non-refundable \$25 screening fee for elementary students is included in the application fee. There is a \$25 per test charge for high school screenings. When possible, screenings and testing will take place immediately prior to or after the family interview.
- **Acceptance & Enrollment**

Following the interview and testing, you will be notified by letter of acceptance or denial. If your student is accepted, you will receive an email with instructions to schedule an appointment with the FRCS Finance Manager for the following to take place:

 - Turn in completed tuition commitment agreement with signatures from responsible parties
 - Set up tuition payment plan
 - Pay the non-refundable registration fee for each child

**Please note that no space will be reserved for your child until these steps are complete*

**Families needing tuition assistance may submit a tuition assistance application after their children are officially enrolled (registration fees paid).*

ADMISSION CRITERIA:

- At least one parent or guardian for each applicant must give a clear testimony of faith in Jesus Christ as his or her personal Savior.
 - Applicants for grades 7-12 must provide a testimony of faith in Jesus Christ as his or her personal Savior.
 - Applicant's parents or guardians must agree with the FRCS doctrinal statement, understanding that it is the basis for all school curriculum and operations.
 - Applicant's family must regularly attend and be actively involved in an evangelical, Bible-centered church.
 - Each student must have acceptable academic capabilities, a satisfactory behavior record at his/her former school, and a willingness to attend and abide by the rules of the *FRCS Handbook*.
 - Applicant's parents or guardians must agree to support school policies and procedures.
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APPLICANTS WHO WILL NOT BE CONSIDERED FOR ADMISSION TO FRCS:

- Students whose families attend churches that deny the deity of Jesus Christ or that believe any extra-biblical revelation is authoritative.
 - Students who have been expelled, have an unsatisfactory behavior record, and/or have an unsatisfactory attendance/tardy record.
 - Students whose education needs cannot be adequately met with FRCS's current program and facilities.
 - Students whose grade point average is below 2.0 and/or consistently demonstrates below proficient testing.
 - Students who do not demonstrate proficiency in speaking and reading the English language.
 - Students applying for grades 7-12 who do not personally desire to attend FRCS.
 - Students with parents who do not support the decision to attend FRCS or who will not appropriately partner with FRCS.
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NON-DISCRIMINATION POLICY:

Front Range Christian School does not discriminate on the basis of race, nationality, ethnic origin, gender, age, or disability.

Application Dates:

February 1-August 15: Open enrollment period. New Student Applications accepted for the upcoming school year. Some applications may be accepted after the above deadline, however, applications received in August (for the current school year) must be submitted as a completed packet and are subject to a \$100 application fee (per child).

November 30: Deadline for New Student Applications for 7th-12th grade students transferring to FRCS *at semester*.

Enrollment: *Once the school year starts*, new elementary students (K-6th grades) may enroll and start classes by November 15 (for Fall semester) and April 15 (for Spring semester). Due to the rigorous academic schedule for junior and senior high students, new 7th-12th grade students will not be enrolled during a semester once the semester has started.

Thank you for considering Front Range Christian School!