

# Ambassador Christian Academy Registration Checklist

We are pleased that you have made the decision to enroll you child(ren) at Ambassador Christian Academy. Before we can finalize your enrollment process, we need to receive the information listed on the checklist below. All items must be received before a child will be allowed to start school.

Requested information	Date Rec'd	For Office Use Only
Completed Application		
Birth Certificate		
Most recent report card		
Most recent standardized test scores (excluding K4 students)		
Completed records release form		
IEP (if applicable)		
Discipline records		
Immunization record		
Completed emergency card		
Completed physical form		
Completed e-mail form		
New Student Personal Statement (Grades 4-8 only)		
Family status paperwork (if applicable: custody papers, etc.)		
Photocopy of parent(s) ID		
Proof of address (utility bill, current lease, etc.)		
Completed authorized pick up form		
Before/Afterschool care registration papers		
Completed B6T transportation form (excluding K4 students)		
Completed FACTS enrollment forms		
Receipt of Information form		
Registration fee		
Book fee		
Computer fee		

# Ambassador Christian Academy

## Receipt of Information

Please sign below indicating that you have received each piece of information listed and that you agree to comply with the guidelines set forth by the administration at Ambassador Christian Academy.

<b>Information</b>	<b>Parent Signature</b>	<b>Parent Signature</b>
ACA Mission Statement		
Enrollment Application		
Uniform Policy		
ACA School Handbook		