



ADMISSIONS CHECKLIST

We hope this checklist will be helpful. Please return the following items:

1. ____ Completed Application (with non-refundable registration and testing fee)
2. ____ Recent Photo (with name on the back)
3. ____ Original Birth Certificate or U.S. Passport (ALCA will make a copy)
4. ____ Original Social Security Card (ALCA will make a copy) or verification form
5. ____ Student's Insurance Card (ALCA will make a copy)
6. ____ Medical Records (original HRS 680 and HR S 3040 form)
7. ____ Report Cards (most recent and previous year)
8. ____ Annual Standardized Testing (most recent and previous year acc. to grade level availability)
9. ____ Signed Church Reference Form
10. ____ Signed Request for Records Form
11. ____ School / Preschool Reference Form
12. ____ Student Commitment Form
13. ____ Signed Student Media Release Form
14. ____ Signed Allergy Report Form
15. ____ Sports Interest Letter
16. ____ *McKay Scholarship Parents*: If you haven't already, please submit your student's
 - a. ____ Psychological Report
 - b. ____ Individualized Education Program (IEP)
 - c. ____ Intent to Enroll in Private School Form

NEXT STEPS

1. Student Testing
2. Administrative Interview
3. Payment of Matriculation and Technology Fees (fees are non-refundable)
4. Acceptance Letter
5. Uniforms/School Supplies
6. Orientation

Feel free to call the school office with any questions you may have at **954.979.2665**.