

## APPLICATION PROCEDURE

### Step 1:

Please review the enclosed documents to learn more about Denver Christian Academy's approach to education.

- Statement of Faith / Mission Statement
- Tuition and Fees Schedule

### Step 2:

Please complete the Admissions Application.

- Sign and date the Statement of Faith / Mission Statement.  
*(Students in 7th grade and above must also read and sign)*
- Sign and date the Admissions Application.
- Sign and date the Transcript Release form.  
*(Not applicable to grades TK-1)*

### Step 3:

Return all of the above documents to Denver Christian Academy along with the following:

- The most recent report card and standardized test scores.
- The student's original birth certificate and updated immunization record.
- A school entrance health form.  
*(Students entering kindergarten or have never been enrolled in a public school)*
- Custody papers. *(If applicable)*
- A non-refundable application fee made payable to: Denver Christian Academy.  
*(See Tuition and Fees Schedule for details)*

Once the school has received a completed application and application fee, your file will be reviewed. The school will then conduct:

- A family interview involving the parent(s)/guardian(s), student(s), and the school administrator.
- Testing of the student(s).  
*(May occur in some cases for appropriate placement)*

Upon acceptance of your child, an Enrollment Package will be sent to the family with instructions for completion.