



# Sarasota Christian School

## ADMISSIONS CHECKLIST

### 1 SUBMIT YOUR APPLICATION

Applications can be submitted up to one year prior to the year of desired enrollment. To get started, complete the online student application and pay the application fee of \$100 per student through Sarasota Christian School's website.

### 2 SUBMIT YOUR DOCUMENTS

*Supporting documents can be submitted in the online application or can be emailed directly to our Admissions Office at [admissions@SarasotaChristian.org](mailto:admissions@SarasotaChristian.org).*

#### All Grades

- Birth certificate and immunization records
- Records Release Form

#### Kindergarten

- Pre-K Teacher Reference Form
- Pre-K report card or assessment

#### 1st-5th Grades

- Teacher Reference Form – completed by current or recent classroom teacher and submitted directly to SCS
- Most recent and previous year's grade reports
- Most recent and previous year's standardized test scores
- Most recent copy of IEP/504 plan (if applicable)

#### 6th-12th Grades

- Teacher Reference Form – completed by current or recent teacher and returned directly to SCS (must be core academic teacher)
- Personal Reference Form – completed by personal reference (coach, pastor, teacher, etc.) and returned directly to SCS
- Writing sample – must be a graded composition submitted to a classroom teacher
- Most recent and previous year's grade reports
- Most recent and previous year's standardized test scores
- Most recent copy of IEP/504 plan (if applicable)

### 3 SCHEDULE AN INTERVIEW

Once all materials have been received by the SCS Admissions Office, you will be contacted to schedule your student and family interview, and any required entrance testing.

### 4 RECEIVE ADMISSIONS OFFER

Offers of admissions are based on class availability and student fit, discerned by a prayerful admissions committee.

Approved applicants are formally admitted each year on February 1. We will continue to process applications beyond that date, as long as space is available.

### 5 ENROLL AT SCS

Applicants approved for enrollment have 10 days to submit their enrollment fee of \$250 per student and signed enrollment agreement in order to confirm their spot.

#### *Applying for tuition assistance*

Families applying for tuition assistance can submit an application through FACTS starting in January. Visit [SarasotaChristian.org/admissions/tuition-fees](http://SarasotaChristian.org/admissions/tuition-fees) for more information or to start the application.