



Admittance Policy

Admittance: The admissions policies here are designed to admit students from families who are willing to support and practice Christian principles and who recognize and adhere to Biblical authority. We also strive for the best academic fit to ensure a child's educational success. BCCA admits students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students at the school.

Brown County Christian Academy does not discriminate on the basis of race, color, national and ethnic origin in administration of educational policies, admissions policies, and other school-administered programs or with respect to employment of faculty and administrative staff. The Board and the administrator make admission decisions after receiving the completed application forms and following completion of a personal interview and student assessment. Completed applications will be processed in the order received. You will receive notification of admittance in writing.

Entrance Specifics: Children seeking enrollment at BCCA may be required to take an entrance assessment administered by a BCCA faculty member. Appropriate grade level placement is made under the sole discretion of the Headmaster. Please have available recent standardized test scores if possible. Children entering the Young 5's must reach the age of four (4) years by August 1 of that school year. Children entering kindergarten must reach the age of five (5) years by August 1 of that school year and must pass a screening assessment administered by a faculty member of BCCA.

Grade Placement: While the general rule is that BCCA students do not skip grades, there may be rare exceptions based on a number of factors. BCCA does, however, encourage students to achieve above grade level and works to accommodate

students who are specifically gifted in certain areas; such as math for example, by allowing students of a lower grade to participate in a more advanced level of math. Consistently high grades in an area, standard achievement test scores, teacher recommendation and parent approval are all criteria necessary for consideration by the Headmaster of this event. Again, grade placement is made under the sole discretion of the Headmaster.

Health, Birth and Legal Certificates: Upon admission of any new student, a record of immunizations is due along with a photo copy of the child's birth certificate. If court ordered restrictions exist for parental rights and visitations, a copy of appropriate legal documents must also be submitted.

Enrollment Fee: A non-refundable \$50/student application fee (capped at \$100 per family) is due at the time of application submission. A non-refundable enrollment fee of \$200 per child (capped at \$400 per family) is due at the time of acceptance. This fee covers curriculum and basic supply expenses. During the school year, additional requests may be made for personal school supplies, field trips, pictures, and other special events.

Tuition Specifics: Tuition payments may be paid by the year (due in full by July 1), or in three payments, or in monthly payments (due on either the 5th or 20th of the month). Payments can be made by automatic deduction from your checking or savings account at your bank. You also have the option of paying your tuition using a specific credit card. Financial assistance may be available for qualifying families. After a child is accepted, the parents may apply for assistance.

We consider each child enrolled for the entire year unless the Board is notified. If for any reason you should need to withdraw your child, a two-week written notice is required. Otherwise, parents are obligated to pay an additional month's tuition. If withdrawal is in April or May, tuition is non-refundable.

Referral Bonus: Current families are eligible receive a \$500 referral bonus for a new family who enrolls in BCCA. Both families (current and new) must sign the referral bonus form in the office for it to be valid. The current family will receive a \$500 tuition credit on the last month of the tuition cycle, if both families complete the school year. Families also have the option of waiving the bonus and donating the bonus back to the school.