

# Woodland Christian High School



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Owned and operated by *Cambridge District Association for Christian Education*

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## Student Enrolment Application Package

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*Add to your faith virtue; and to virtue, knowledge ... II Peter 1:5*

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### ***Vision Statement***

*Woodland Christian High School will be a vibrant Christian community of learning where the love of God is evident and where students will be equipped to serve in our society as followers of Christ.*

### ***Mission Statement***

*The mission of Woodland Christian High School is to equip our students for lives of Christian Service.*

### ***Core Values***

*Based on the mission and vision, as a community we value...*

- God's Word, the Bible, as our guide for salvation.
- A Christian worldview towards education, which reflects our reliance on God in every aspect of living.
- Christian principles of trust, cooperation and love as key characteristics of this Christian community of learning.
- Our ongoing commitment to know God better.
- The conviction that learning must be rooted in our faith in order to have meaning.
- A respect for the diversity of teaching and learning styles of our teachers and students as an expression of their unique giftedness from God.
- The commitment of all members of this community to be people dedicated to the healing and reconciling work of Jesus in this world.
- The commitment of this community to continually seek more excellent ways of teaching and learning.

## ADMISSION PROCEDURE



### *The purpose of this procedure is to ensure that:*

- *All applications for admission are dealt with justly, equitably and promptly.*
  - *All applicants for admission understand and support the unique Christian character of this school as described in its documents.*
1. The principal will acquaint the (new) parents/guardians with the school's basis, purpose, policies, and programs by providing them with a copy of the Admission Policy, Information Handbook and an Application Package.
  2. Parents/Guardians registering students at the school for the first time will submit a completed Application Package, a Course Selection Sheet for the appropriate grade and a \$500.00 non-refundable registration deposit which will be deducted from the tuition fees for the year if the application for admission is accepted. If the application is rejected by the school the deposit will be returned.
  3. Parents/Guardians who have students registered at the school will re-register for a new school year by submitting a Student Information Form and a Course Selection sheet for the appropriate grade(s). New students from such families will also sign the Student Agreement Form.
  4. The principal will interview all parents/guardians who are new to the school. This interview will confirm that the parents/guardians understand and accept the vision, mission, goals and policies of the school and that the school is able to provide a program of study appropriate to the needs and aspirations of the student and the parents/guardians. This interview will also establish the student's willingness to attend the school.
  5. Parents are expected to contact the Business Administrator, (648-2114 ext. 139) for information as needed, e.g. tuition rates, tuition reductions, Tuition Assistance Fund, or the tuition payment policy, and to indicate their willingness to accept the financial responsibility for tuition and other fees.
  6. The principal may, if necessary, with the permission of the parents/guardians, contact the principal of the school formerly attended by the student to clarify any academic issues that may arise in the course of the application process.
  7. When decision on the application has been made, the Board of Directors will contact the applicant to welcome them to the school community or to inform the applicant that the application has been rejected.
  8. Acceptance of the application will be based on the following factors:
    - a) The availability of an appropriate program and staffing to meet the needs of the student. There may be some instances where the school lacks the resources to serve the student (e.g. Students with exceptional needs, those not able to speak English, or those with exceptional behavioral issues)
    - b) The willingness of the parents/guardians and student(s) to support the school's policies and programs as evidenced by their signature on the Student Enrollment Agreement and the Student Agreement Form included with the Application for Admission.
    - c) The availability of space in the classes required by the student.
    - d) The acceptance by the parents/guardians of the responsibility for paying tuition and other fees.
    - e) The availability of adequate information from the student's previous school to enable the principal to make an informed decision about the student's placement.
    - f) The principal's determination that the student will be able to participate constructively in a structured program of Christian studies.
  9. Applicants who are not residents of Canada will be asked to provide proof of their citizenship or immigrant status in Canada.
  10. The principal will make a recommendation to the Board of Directors for the acceptance or rejection of the application for admission. The Board of Directors reserves the right to deny any application for admission if in its judgment such an admission would not be in the best interests of the school or the student(s) for whom the application is being made.
  11. If an admission is based on false or misleading information, the Board of Directors, upon the recommendation of the principal, reserves the right to withdraw the approval of the application at any time.
  12. If the applicants wish to challenge the decision of the principal on the rejection of an application for admission or on the grade or program placement of a student, they may appeal in writing to an Admissions Appeal Committee consisting of two members of the Board of Directors, one vice-principal and the principal. The decision of this committee will be final.

# APPLICATION FOR ADMISSION

## PERSONAL INFORMATION



### Student Information:

Student: \_\_\_\_\_  
(surname, given name)

Address: \_\_\_\_\_ (street) \_\_\_\_\_ (city) \_\_\_\_\_ (postal code)

Birthdate (mm/dd/yyyy): \_\_\_\_/\_\_\_\_/\_\_\_\_ Health Card #: \_\_\_\_\_

Present School: \_\_\_\_\_  
(name/city)

Present Grade Level: \_\_\_\_\_ Grade Level Applied For: \_\_\_\_\_

Born in Canada?  Yes  No If no: Citizenship \_\_\_\_\_  
Country of Birth \_\_\_\_\_  
Date of Entry into Canada \_\_\_\_\_

Born in Ontario?  Yes  No If no: Born in the Province of \_\_\_\_\_

First language is English?  Yes  No If no: First language \_\_\_\_\_

Special Considerations, such as Health, Academic or Personal Issues: (eg. IEP, allergies)

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### Family Information:

	Father	Mother
Parent/Guardian:	_____ (surname, given)	_____ (surname, given)
Address:	_____ (street)	same <input type="checkbox"/> _____ (street)
	_____ (city/postal code)	same <input type="checkbox"/> _____ (city/postal code)
Home Phone:	_____	same <input type="checkbox"/> _____
Cell Phone:	_____	same <input type="checkbox"/> _____
E-Mail:	_____	same <input type="checkbox"/> _____
Our Church Home:	_____ (name/city)	same <input type="checkbox"/> _____ (name/city)
Employer:	_____	_____
Work Phone:	_____	_____

# APPLICATION FOR ADMISSION

## PARENT / GUARDIAN / STUDENT ENROLMENT AGREEMENT FORM



Student Name: \_\_\_\_\_  
(surname/given name)

Parent(s)/Guardian(s): \_\_\_\_\_  
(surname/given name father) (surname/given name mother)

- I/we understand and accept the nature of this Christian school, its purpose, vision and core values as expressed in its documents, and as practiced in the daily operation of the school.
- As parent(s)/guardian(s), I/we desire to have my/our child(ren) receive a Christian education at Woodland Christian High School, and I/we agree that our child(ren) will be educated in a manner consistent with the purpose and mission of this school.
- I am/we are aware of the school's policies concerning enrollment and discipline.
- I/we understand that I/we are entitled to access the normal channels and processes available to all students and parents/guardians regarding the daily educational program at Woodland Christian High School.

### Process:

- Anticipated Date of Enrollment (mm/dd/yyyy): \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_
- I/we agree to the transfer of student files to this school.  Yes  No
- I/we have received adequate information.  Yes  No
- I/we have attached the \$500 Application Fee. (first time applicants only)  Yes  No
- I/we accept the financial responsibilities for tuition and other fees.\*  Yes  No

\* I/we understand that this statement must be answered "yes" to complete this application. I/we agree to contact the Business Administrator, (648-2114 ext. 139) if more information is needed, e.g. tuition rates, tuition reductions, Tuition Assistance Fund, or the tuition payment policy.

Signature Parent(s)/ Guardian(s) : \_\_\_\_\_

Date: \_\_\_\_\_

### Student Agreement Statement:

- I agree that the high school education provided at Woodland Christian High School is a valuable educational, spiritual and social experience, and that the staff of the school is committed to providing a program that is excellent and that is rooted in the Bible.
- I acknowledge that attending Woodland Christian High School is a privilege.
- I agree to abide by school policies relating to attendance and behaviour, to be diligent in my studies, and to do whatever I can to contribute to the well-being of this Christian community of learning.

Signature (student): \_\_\_\_\_

Date: \_\_\_\_\_