

TENNESSEE CHRISTIAN PREPARATORY SCHOOL

TCPS

Established 1997



Maximizing students'
God-given potential

APPLICATION FOR ADMISSION – Kindergarten through 12th Grade

Thank you for considering Tennessee Christian Preparatory School. The Admissions Committee requests your completion of the following procedures to expedite the application process.

1. Complete and return this application with an application fee of \$25 to the Office of Admission, Tennessee Christian Preparatory School, 4995 North Lee Highway, Cleveland, TN 37312. Your check may be made payable to Tennessee Christian Preparatory School. This application fee is non-refundable and is a fee you pay only once per child. An application will not be processed without the application fee included. It is important for both parents or the parent and the person responsible for payment of tuition bills to sign the application. You will receive an acknowledgement that your application has been received.
2. Once an application is submitted, please schedule your required parent interview with an administrator by calling (423) 559-8939 between 8:30 a.m. and 3:00 p.m. Monday through Friday.
3. Complete and sign the School Reference form and send to the student's current school requesting that the form be completed and returned to TCPS. The current school should mail this form to TCPS. A transcript of grades, standardized test scores, and a confidential teacher recommendation are required for admission.
4. Complete the required and confidential Pastor Reference form and send it to your pastor.
5. Each applicant is required to have a scheduled assessment, be in good standing with his or her current school, and submit an original immunization and health record signed by the student's physician. Your doctor or health department has the necessary form required by the Department of Health of the State of Tennessee.
6. The section entitled "For Completion by Upper School Applicants Only" is required for applicants grades 6–12.
7. The applicant's file is sent to the Admissions Committee for consideration when all the required materials have been received. For additional information or status of the application, please contact the TCPS Admissions Office at (423) 559-8939 or dbrantley@tcpsk12.org.
8. You will be notified of your student's acceptance or denial for acceptance via USPS mail. The acceptance letter includes a Financial Enrollment Agreement and the TCPS Parent/Student Handbook. The Financial Enrollment Agreement and the non-refundable enrollment fee are required by the deadline date specified in the acceptance letter. The parents and the student(s) agree to abide by the rules and policies in the Parent/Student Handbook by the parent's signature to the Financial Enrollment Agreement.

**TENNESSEE CHRISTIAN PREPARATORY SCHOOL
APPLICATION FOR ADMISSION
Kindergarten–12th Grade**

FOR OFFICE USE ONLY DATE _____ AMT _____

STUDENT INFORMATION

Please fill out a Student Information Form for each applicant.

1. Student's Full Name _____ Preferred Name _____
Student's Social Security Number _____ Male/Female _____
Date of Birth _____ Date Entering _____ Grade Entering _____

2. Is student living with natural/adopted father? Yes _____ No _____
Is student living with natural/adopted mother? Yes _____ No _____
If you answered "No" to either question, explain _____

3. Has student previously attended TCPS? _____ Year(s) _____

4. Has student ever been suspended? _____ Expelled? _____ Asked to withdraw from school? _____

If so, please explain on a separate sheet of paper, including principal's name and school name and address.

Has the student ever been retained? _____ Grade(s) _____

Has the student ever skipped a grade? _____ Grade(s) _____

Does the student have any learning disabilities? _____ If yes, please explain. _____

Has student ever had educational testing and/or individual psychological testing done? _____ If so, when and where? _____ Please attach a copy of the report.

Has student ever been enrolled in special education classes? _____

Does student receive any education therapy, tutoring, etc. from an agency or individual? _____
Where? _____

Has student been diagnosed with ADD/ADHD? _____ If yes, has medication been prescribed? _____ If yes, what medication and dosage? _____

5. Has student experienced any severe physical, emotional, mental, social, or academic problems within the last two years? _____ If yes, please explain. _____

6. Please list schools attended throughout applicant's academic career. (If home school, give name of sponsoring school) _____

Reason for making application to TCPS

How did you find out about TCPS? _____

FAMILY INFORMATION

Father's Name (Dr./Mr.) _____

Home Address _____

Street City State ZIP
Email _____ Phone _____

Occupation _____ Title _____

Company Name and Address _____

Mother's Name (Dr./Mrs./Ms.) _____

Home Address _____

Street City State ZIP
Email _____ Phone _____

Occupation _____ Title _____

Company Name and Address _____

***Please star which address above to use for all correspondence regarding this application.**

Students To Be Admitted

Name _____ Grade _____ Age _____

Name _____ Grade _____ Age _____

Name _____ Grade _____ Age _____

Name _____ Grade _____ Age _____

Do you anticipate student(s) graduating from TCPS? _____ Why or why not? _____

CHURCH AFFILIATION

Father/Guardian

Church Attending _____

Member of above church? _____

Pastor's Name _____

Church Address _____

Mother/Guardian

Church Attending _____

Member of above church? _____

Pastor's Name _____

Church Address _____

Student

Church Attending _____ How often? _____

Does student attend Sunday School or Church Training Class? _____ How often? _____

AGE REQUIREMENTS

Kindergarten students must be five (5) years old before October 1.

First grade students must be six (6) years old before October 1.

OPTIONAL STATEMENTS

On a separate sheet of paper, please feel free to make any additional statements that would be helpful to the Admissions Committee concerning why you want your child to attend Tennessee Christian Preparatory School.

OTHER IMPORTANT INFORMATION

To keep grandparents and other relatives of our current students informed about school activities, we would like for them to receive the school newsletter and invitations to special events. Please provide their contact information below.

Name _____
Address _____
Email _____

Name _____
Address _____
Email _____

Name _____
Address _____
Email _____

Name _____
Address _____
Email _____

FOR COMPLETION BY UPPER SCHOOL APPLICANTS ONLY

As a student, briefly state your reasons for wanting to enroll at Tennessee Christian Preparatory School.

Describe your relationship with Jesus Christ. _____

Briefly describe yourself, your personal interests, and your interest in academics. _____

PERMISSION/RELEASE

In signing this form, I give permission for my child(ren) to take part in all school activities, including sporting events and practice, and school-sponsored trips away from the school premises (except as specifically listed below). Further, in the event my child becomes ill or is injured while under school supervision, I authorize school authorities to take the following steps: (a) contact a parent of the student and follow his/her instructions, (b) in the event neither parent can be reached, contact the student’s physician and follow his/her instructions, and (c) if the student’s physician cannot be reached, to contact at their discretion, a licensed practicing physician and to follow his/her instructions.

Release

I agree to release the TCPS Board and any school employee from any and all liabilities in connection with these activities and instructions, and to hold them harmless from injury or damage caused by my child.

Exceptions (if any):

COMMITMENT OF INTENT

In signing this application, I affirm my trust in Jesus Christ and acknowledge Him as my Savior and Lord.

I also agree:

- a. To pay tuition and other financial obligations in a timely manner, knowing that failure to do so may result in my child(ren) being withdrawn from the school.
- b. To participate in the Christian education of my child(ren) by attending church as a family and by exemplifying Christian principles in our home.
- c. To support the dress code and other policies of TCPS governing student behavior.
- d. To give beyond the required tuition as God leads and enables.
- e. To attend parent meetings and lend support to the program of Christian education.
- f. To donate my time (whenever possible) in voluntary service to TCPS.
- g. To follow a scriptural approach for dealing with difficulties that involves my child(ren). I understand that I am to communicate with the teacher or administrator in a spirit of meekness and love and not sow discord among uninvolved persons. (Matt. 18:15-17)

Father/Guardian

Mother/Guardian

Date _____

Date _____

TCPS

Established 1997



Maximizing students'
God-given potential

INTRODUCTION TO TENNESSEE CHRISTIAN PREPARATORY SCHOOL

Tennessee Christian Preparatory School is a private, interdenominational, Christian day school with a classical education emphasis. Accredited by the Tennessee Association of Non-public Academic Schools, TCPS provides a college preparatory curriculum to students from preschool through 12th grade. Advanced Placement courses are available to students who are prepared for college-level classes, and a variety of athletic offerings are provided to students.

All of TCPS's full-time faculty members are state-certified teachers, and many hold advanced degrees. TCPS students consistently perform well on national standardized tests and nearly all of TCPS's graduates go on to attend college.

Assisting students in meeting their God-given potential is the mission of TCPS. This mission is accomplished through rigorous academics and the development of an all-encompassing Christian worldview for all students.

TCPS does not discriminate on the basis of national or ethnic origin, handicap, creed, race, or color.

TO THE PASTOR: If you are unable to complete the recommendation attached, please explain here: _____

PASTOR RECOMMENDATION REQUEST

To the pastor of _____
Family's current church

Parents, please fill in this information and the top portion of the next page. Then send both forms to your family's current pastor. By signing, you waive your right to see the completed form.

Pastors, this form authorizes you to submit a confidential recommendation for entrance to Tennessee Christian Preparatory School of the student(s) listed on the following page.

Signature of Parent/Guardian

Date

**TENNESSEE CHRISTIAN PREPARATORY SCHOOL
PASTOR RECOMMENDATION**

PARENTS: Please complete the information below. One form per family is sufficient.

Family's Name _____

Children in family applying for admission to Tennessee Christian Preparatory School

Name _____ Grade Level at Entry _____

_____	_____
_____	_____
_____	_____
_____	_____

PASTOR: The above named student(s) has/have applied for enrollment at Tennessee Christian Preparatory School. It would be helpful to us if you would complete this form and return it to **Admissions Office, Tennessee Christian Preparatory School, 4995 North Lee Highway, Cleveland, TN 37312**. The information provided on this form will be treated confidentially. By signing the previous page, the parents/guardians have waived their rights to read the contents of this form.

How long have you known the applicant(s)? _____

How would you evaluate the following?

The applicant's church attendance _____

Involvement in church activities _____

Christian life _____

What positive contributions would the applicant(s) be likely to make to Tennessee Christian Preparatory School? _____

Would you have any reservations about having applicant(s) at TCPS? Please explain.

Is there any other information you feel would be helpful to the TCPS admissions committee concerning this family? _____

Pastor's Signature _____ Date _____

Phone _____

Thank you for taking the time to fill out this form. We want parents and students to feel comfortable in the knowledge that all applicants have been evaluated in every area, including spiritual. As we believe that the home, the church, and the school work hand in hand to nurture and raise children in the Lord, your insight is invaluable.



TENNESSEE CHRISTIAN PREPARATORY SCHOOL SCHOOL REFERENCE

Applicant's Name _____ Date _____
Current Grade _____ Seeking Admission to Grade _____ For School Year _____

TO PRINCIPAL, HEADMASTER, OR COUNSELOR: Please attach this form to a copy of the above-named student's transcript. Include available standardized test scores and grades from this year and last.

I am requesting that this confidential reference form be completed and mailed with appropriate transcripts to **Admissions Office, Tennessee Christian Preparatory School, 4995 North Lee Highway, Cleveland, TN 37312** or faxed to **423-476-4974**. I understand that I will not have access to this information.

Parent/Guardian Signature

Date

To be completed by student's current principal, headmaster, or teacher (English, math, or history teacher for students in grades 6-12).

How long have you known the applicant? _____
Is applicant inclined to receive instruction? ___ Yield to discipline? ___ Work well with others? ___
What strengths have you noticed in the applicant? _____

What weaknesses have you noticed in the applicant? _____

To your knowledge, does the applicant have any history of physical, mental, emotional, social, or serious conduct problems? ___ If yes, please explain. _____

How would you describe the parents of this child? ___ Obstructive ___ Apathetic ___ Cooperative
___ Interested ___ Very involved ___ Do not know

Has applicant ever been ___ Suspended ___ Expelled ___ Asked to withdraw
If yes, please explain. _____

Have you observed anything that would be questionable about applicant's moral life? _____ If yes, please explain. _____

Have you ever known applicant to use _____ Alcohol ___ Tobacco ___ Drugs? If yes, please explain.

In what school activities has the applicant participated? _____

What are the applicant's special interests and talents? _____

Would the applicant be able to re-enter the school currently attending? _____ If no, please explain.

Would you recommend this applicant for admission to TCPS ___ With confidence ___ With reservation ___ Not recommended

Would you be willing to be contacted by phone concerning this referral? _____

APPLICANT'S CHARACTERISTICS
(Please check appropriate recommendation)

	Excellent	Above Average	Average	Below Average	Needs Improvement
Academic Potential					
Academic Achievement					
Study Habits					
Initiative/Motivation					
Maturity					
Acceptance by Others					
Responsibility					
Influence on Others					
Leadership					
Integrity					
Concern for Others					

Comments or concerns: _____

Name _____ Date _____

Title _____

School _____

Phone _____ E-mail _____

Signature _____