

CFCA APPLICATION CHECKLIST

We appreciate your interest in applying to Central Florida Christian Academy (CFCA). Our application process is now **online** and can be accessed at cfcaeagles.org by clicking the “apply now” link. Once you set up an application account, our interactive application will walk you step-by-step through the application process. References will be requested through email addresses you provide and required documents can be uploaded directly into the application. If at any time during the application process, you have questions, please contact our admissions office (407.850.2322) for assistance.

Your child’s application is complete when the following items have been received:

Pre-K through Kindergarten

- Complete Student Application
- Church Reference Form
- Teacher Reference Form
- Parent Reference Form
- Birth Certificate
- Test Results (if applicable)

1st through 6th Grade

- Complete Student Application
- Church Reference Form
- Teacher Reference Form
- Administrator Reference Form
- Birth Certificate
- Previous Two Years Report Cards
- Application Fee (non-refundable) \$100
- IEP or 504 (if applicable)
- Previous Two Years Standardized Test Scores

7th through 12th Grade

- Complete Student Application
- Church Reference Form
- Math Teacher Reference Form
- English Teacher Reference Form
- Birth Certificate
- Previous Two Years Report Cards
- Student Questionnaire
- Application Fee (non-refundable) \$100
- Previous Two Years Standardized Test Scores
- IEP or 504 (if applicable)

All applicable items on the checklist must be completed and turned in to the Admissions Office before testing or a family interview will be scheduled. Double check for signatures where applicable.

Testing: After you have submitted the above items, you will be contacted to schedule testing. Entrance testing may be administered to assist in determining if CFCA can meet the academic needs of your child.

Family Interview: After your testing scores have been evaluated you will be contacted to schedule a parent interview (students must attend interview in grades 7th through 12th) with the principal. The principal will briefly explain the purpose of Christian education; provide an overview of our program and give you time to ask whatever questions you may have concerning the school.

Admissions: After completion of the above checklist, testing, and family interview, you will be notified via phone or in writing as to your child’s enrollment status. If your child meets the admissions requirements, but there are no spaces currently available in the class, you will be given an opportunity to keep your application active in the waiting pool.

Enrollment: Upon acceptance, you will be sent an enrollment packet, to be completed and returned to the Admissions Office. The enrollment packet is valid for 7 days and must be turned in with all enrollment deposits and fees, before your student is officially enrolled.

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