



Christ Chapel Academy

13909 Smoketown Road
Woodbridge, VA 22192
(703) 670-3822

www.christchapelacademy.org

January, 2009

Dear Families,

Thank you for your interest in Christ Chapel Academy. We are excited that you are considering enrolling your child/children at the Academy for the 2009/2010 school year. Open enrollment to the public begins February 2, 2009. **Admittance to Christ Chapel Academy is given after a thorough evaluation of each student.** The process involves the following steps:

- Initial interview and tour of the Academy with administrator
- Completion of Admissions Application including screening fee (non-refundable)
- Entering Kindergarten
 - Screening with principal/teacher
- Entering Grades 1st – through 12th
 - Submission of school records (academic and behavioral) to school administrator
 - Student interview with administrator and/or principal and records reviewed by administrator
 - Teacher evaluation/testing of prospective student
- Parents informed of status of application
- Enrollment packet given to parents of children accepted to Christ Chapel Academy
- Enrollment forms turned in and signed by parents with registration fee. **Original birth certificate must accompany and be viewed by office personnel**
- May 30, 2009, Book/technology and other fees due in school office
- Accepted Students
 - Must present a state physical and immunization record signed by a physician that is **dated within 1 year** of entrance to kindergarten.
 - Must present birth certificate to a member of the administrative staff of the school. The certificate will not be copied or kept by the school.
 - Grades 6th and above. Students who have not received the Tdap vaccine will be required to receive the immunization prior to entering 6th grade.

Classes will begin on Monday, August 31, 2009. A school calendar and information concerning the annual Back-to-School Night will be forwarded to you in mid-summer.

Please don't hesitate to contact the school office if you have any questions.

For Christ Chapel Academy,
Pastor Paul Miklich,
Administrator

Learn more about us on our website at www.christchapelacademy.org

ALL FEES ARE NON-REFUNDABLE