

## Castle Hills First Baptist School 2010-2011 Application Packet Checklist

Student Name: \_\_\_\_\_ Grade Entering \_\_\_\_\_

√ Items Included	Items Needed to Complete Registration:	Office Use Only
	<b>Read These Documents:</b>	
	Admissions Policy and Procedures	
	Tuition and Fee Schedule	
	High School Profile	
	<b>Complete These Documents:</b>	
	√ Student Registration Enrollment Form	
	√ Kindergarten Entry Questionnaire for entering Kindergarten Students	
	√ Consent of Parents to Release Student Records	
	<b>Mail These Documents To References</b>	
	√ Teacher Recommendation Form (Faxed or Mailed directly to CHFBS by Teacher)	
	Sent To: _____ Date Sent: _____	
	√ Principal/Counselor Recommendation Form (Faxed or Mailed directly to CHFBS by Prin./Counselor)	
	Sent To: _____ Date Sent: _____	
	<b>Read and Sign These Documents</b>	
	√ Acceptable Use Policy For School Technology Resources and Agreement Form	
	√ Parent Statement of Agreement and Commitment	
	√ Film/Video/Photographic Production Release Form	
	√ Financial Agreement Policies	
	<b>Secure and Enclose These Documents:</b>	
	√ Certified Copy of Birth Certificate (Not the hospital memento)	
	√ Achievement Test Scores	
	√ Report Cards and/or Transcripts (include copies – official documents will be sent from previous school)	
	√ Immunization Records ( <i>All immunizations must be current before a student can enroll</i> )	
	√ Home-School Grades (include copies of grades and/or details of course work for last 2 years)	
	√ Home-School three letters of personal reference	
	<b>Testing Fee \$50 non-refundable                      Testing Date:</b>	
	<b>Application Fee \$100 non-refundable</b>	

√ **Items must be returned to CHFBS in order to proceed with application process.**  
**All pieces of the application must be in the school office prior to scheduling an interview.**  
**Please enclose the \$100 non-refundable application fee and the \$50 testing fee.**