

**VALLEY CHRISTIAN ELEMENTARY SCHOOL
APPLICATION CHECKLIST**

These forms are to be returned to Valley Christian Elementary School.

- _____ **Completed Application Form**
This should be completed and signed by one or both parents or guardian(s).
- _____ **\$75 Application Fee (Non-Refundable)**
The application remains incomplete until the Application Fee is received. Make checks payable to VCES.
- _____ **Copy of Student's Birth Certificate (Kindergarten)**
The original birth certificate must be presented to the Admissions Office. A copy will be made at that time. Students entering Kindergarten must be five years old on or before September 1 to enter.
- _____ **Copy of Student's previous Achievement Test Scores (1st - 5th grade)**
Common achievement testing includes STAR, SAT 10, Iowa, etc. Submit test even if it is more than one year old.
- _____ **Copy of Student's Report Cards (1st - 5th grade)**
- _____ **Copy of Student's Immunization Record**
A student's application remains incomplete until the most recent Immunization Record has been submitted.
- _____ **Admission Testing completed by one of the following dates: January 23, February 6 or February 20, 2010.**
The application is not complete without this testing. Kindergarten and first grade applicants will be scheduled for an individual screening. Testing will be done for second through fifth grade using the Stanford Achievement Test in math procedures and reading comprehension.

For students completing the application process after the February 10, 2010 priority date, testing is made available on March 20 or April 24, 2010, or on a case-by-case review of the application as additional class openings become available throughout the spring and summer.

Please distribute the following form to the appropriate person.

- _____ **Current School Teacher Recommendation Form**
It is encouraged that recommendations be given to the current or most recent classroom teacher at least 2-3 weeks prior to the application deadline. The application remains incomplete until the Teacher Recommendation Form is received. First through 5th grade applicants only.

Appointment Reminders:

Admissions Testing Date: _____ Time: _____
(The Admissions Office will contact you to schedule a testing date.)

Shadowing (optional) Date: _____ Time: _____
(Contact the Admissions Office to schedule your appointment at [925] 560-6277)