



# Prospective Student Application

a: 1714 SE 36th Ave, Ocala, FL 34471

p: 352.694.2212

f: 352.694.7192

w: ocacrusaders.com

Student Name \_\_\_\_\_ Grade to Enter \_\_\_\_\_ Today's Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Student SSN \_\_\_\_\_ Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

U.S. Citizen? Yes / No With whom does the child reside? \_\_\_\_\_

Father's Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Mother's Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

Church student attends \_\_\_\_\_

Has the student previously attended OCA? Yes / No If Yes, when? \_\_\_\_\_

Have you applied or will you be applying to any other school this year? Yes / No

How did you hear about OCA? Internet / Radio / Printed Media / Friend / Other

Please give the name if referred by a current student's family \_\_\_\_\_

School most recently attended \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Grade at above school \_\_\_\_\_ Dates attended \_\_\_\_\_

What has been student's overall conduct/citizenship grade/evaluation? \_\_\_\_\_

Has student ever repeated a grade? \_\_\_\_\_ If so, which grade(s)? \_\_\_\_\_

Do we have permission to contact the student's former guidance counselor/principal? \_\_\_\_\_

List any scholarships the student will be receiving if any: \_\_\_\_\_

Previous Curriculum: \_\_\_\_\_

**If you answer "yes" to any of the following four questions, please explain details on a blank page.**

1. Has student ever been suspended from school? \_\_\_\_\_ When? \_\_\_\_\_

2. Has student ever been expelled from school? \_\_\_\_\_ When? \_\_\_\_\_

3. Has student ever been arrested? \_\_\_\_\_ When? \_\_\_\_\_

4. Is student currently undergoing or ever had any form of counseling? \_\_\_\_\_

If yes, circle what applies: discipline / family / psychological / other

Is the student willing to abide by the moral standards of our school if accepted? Yes / No

Why do you wish the student to attend OCA? \_\_\_\_\_

OCA offers a quality Christian education from three-year-old kindergarten through the twelfth grade. OCA is accredited by both the Florida Association of Christian Colleges & Schools (FACCS) and the National Council for Private School Accreditation (NCPSA), which are accrediting agencies recognized by the Florida Department of Education and by the Florida Association of Nonpublic Schools.

OCA admits students of any race, color, nationality, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. OCA does not discriminate on the basis of race, color, nationality, and ethnic origin in the administration of its educational policies, admissions policies, athletics, or other school-administered programs.

As a private institution, OCA reserves the privilege of setting and maintaining its own standards for student conduct, dress, and cleanliness. The school maintains the right to refuse admittance to anyone who fails to meet the entrance requirements and to suspend or expel any student who violates the standards set down in the Standards of Conduct found in the *Student Handbook* or other rules of conduct as defined by the Administration.

In order to become eligible to enter Ocala Christian Academy, each prospective new student and his/her parent/guardian must do the following:

1. Read the *Student Handbook*.
2. Submit completed application form and **\$35** application fee.
3. Submit all necessary forms.
  - a. Copy of certified birth certificate
  - b. Social Security Card
  - c. Florida Certification of Immunization form
  - d. Florida School Entry Health Form
  - e. Copy of most recent report card
  - f. Copy of transcript (applying for 7<sup>th</sup> and up)
  - g. Latest service plan papers (IEP/504)
  - h. Award ID Number (Scholarship students)
  - i. Two recommendation forms submitted by professionals not related to student (1<sup>st</sup>-12<sup>th</sup> grade students)
  - j. Copy of parent ID and Social Security Card
4. Steps 1-3 must be completed before an **entrance assessment** can be scheduled. All new students must be assessed. If we have an availability, we will call to schedule an assessment. There is a **\$50** fee due before the assessment, unless the student has taken the Stanford, Maps, or Terra-Nova achievement test within the past year and can provide a copy of testing results.

Steps 1-4 must be completed before an Administrator will schedule an appointment for an **interview** with the student and parent. Scheduling an interview does not assure acceptance to the school. Students have not completed the application process for admission until an interview is held.

Your application fee of \$35 covers the review of your child's application and is non-refundable. The assessment fee of \$50 is also non-refundable. The results of the assessment will not be made available for distribution. The entrance assessment determines the ability to be placed in the school, and a student who does not meet the minimum standard set by the school for the test will not be admitted.

Prior to attending the interview, please review our *Student Handbook*, making note of any questions you may have. As a part of the interview session, the Administrator who interviews you and your child will be glad to address any questions you may have regarding Ocala Christian Academy. When scheduling an interview, you should plan for the session to last approximately 1 ½ hours.

Once your child has been accepted into Ocala Christian Academy, he/she will need to be registered. A student's place in the classroom is not guaranteed until the registration form and the registration fee are submitted. Available classroom space is not held while waiting for this to be done. The registration fee and the book fee are both non-refundable. It is recommended that you come to the interview prepared to complete the registration process.

***I have read and understand the application process of Ocala Christian Academy and the Student Handbook and wish to submit my child for admission consideration. I certify that all of the above information is true.***

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*Student's Signature*

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*Parent's Signature*