

ROMEVILLE CHRISTIAN ACADEMY

NEW-ADMISSION CHECKLIST

- Call and make an appointment for an interview/tour with the RCA School Administrator. Submit application and request admission test (student application/admission test is \$75).
- Fill out and turn in Romeoville Christian Academy Application to the RCA school office along with the following items:
 - \$125 Registration Fee
 - Statement of Cooperation Form
 - Media Release Form
 - Emergency Treatment Form
 - Copy of latest report cards
 - Copy of birth certificate
- Secondary students need to give the Pastor's Recommendation form to their pastor to fill out. The pastor must send it to the RCA school office (this must be done before student can be officially accepted).
- Make sure the Student Transfer Form is completely filled out and turned into the office (RCA needs to obtain past school records before one can be officially accepted).
- Pay the Student Fee by July 1 or upon admission approval.
- Secondary students need to send the Class Registration sheet in to the office by August 1 or ASAP after admission approval.
- Be sure your child is up-to-date on his/her immunizations and has a physical if necessary for their grade. This includes the required dental and vision examinations.