



MIDWAY COVENANT CHRISTIAN SCHOOL

Application Submission Check List

Dear Parents,

Before remitting the application packet, please check to see that the following items are enclosed. **No packet will be processed until all documentation is completed and received.**

- _____ **Admission Application** - A 4-page document that requires written personal testimony of parents. The application must be completed fully.
- _____ **Written personal testimony from parents** (can be written on the admission application mentioned above or on a separate sheet of paper).
- _____ **Pastoral/Staff Referral Form** - Referral from a pastor or staff member who knows your family well and can speak of your church involvement. One or both parents must be professing Christians, willing to sign the covenant contract for parents and they must be actively involved in Midway Presbyterian Church **or** another evangelical church. *Only one pastor reference needed per family.*
- _____ **Personal Letter of Reference** - This is a personal letter from a close family friend or close associate. The reference is for the "family" not just the student applying. There is not a form for this reference. The friend needs to write or type a reference letter and send it directly to M CCS at midwayoffice@midwayschool.org *Only one personal letter of reference needed per family.*
- _____ **Previous School Records** - "Request for Records" form is enclosed. Please deliver to your child's previous school and have them mail records to M CCS. If your student has been in their current school less than 2 years, records from their previous school will also be needed. Copy the "request for records" form and drop off at previous school. Home School families need to write out the dates of home school and a brief explanation of curriculum used. *(Not required for K4 & K5 applicants. However, if your child attends a pre-school program, a reference is helpful in determining where your child is at academically and their maturity level.)*
- _____ **Teacher/Principal Recommendation** - Please deliver to your child's previous school and have them mail it to M CCS. *(Not required for K4 & K5 applicants. However, if your child attends a pre-school program, a reference is helpful in determining where your child is at academically and their maturity level.)*
- _____ Copy of the Child's **Birth Certificate**
- _____ Current **Immunization Certificate**-Georgia State Form 3231**
- _____ **Tuition/Fee Schedule** with the Covenant Contract signed.
- _____ Non-refundable **Application Fee of \$125.00** (applications will not be processed until this fee is paid).

** This form is required by Georgia law and must be on file for each student. See your pediatrician or local Health Department. *All students entering middle school need to have had a second MMR before admittance.*

Applications for the new school year will be accepted on **February 1st**.

Midway Covenant Christian School
4635 Dallas Highway
Powder Springs, Georgia 30127
770-590-1866

Revised October 2010