



KING'S WAY CHRISTIAN SCHOOLS REGISTRATION INFORMATION 2011 - 2012

Welcome to King's Way where our Mission Statement reads...*The ministry of King's Way Christian Schools is to partner with parents to provide a Christ-centered, quality education, which instills spiritual and academic excellence.*" We are excited that you are considering joining our growing campus of over six hundred students!

REGISTRATION FORMS and FEES

- Registration fees are payable at the time of registration.
- Fees per student are: Registration \$210 (\$260 after April 30th),
- High school books are additional
- Applications may be turned in to the Elementary/Middle or High school office

REGISTRATION DATES

Kindergarten for current Learning Center students - March 1 - 15.

- Students may register at any time during these two weeks, or later as room allows.

All kindergarten students - Must be 5 years old by August 31, 2011.

- Your written request for AM or PM kindergarten class will be considered.
- Kindergarten applicants will be contacted by the elementary office to schedule an assessment date and time to determine their readiness for our kindergarten program.

New students – Accepting applications starting **March 16th at 7:00am** – Please turn in your application to the registrar, located in the **high school office**.

- New students for grades 1 - 12 will be given an assessment test in June. The office will contact parents when assessment dates have been set.
- The teacher recommendation form must follow the application for grades 1 - 12. (Completed and sent in directly from a current teacher.)

Siblings of current students - March 1 - 15.

- Siblings of students currently enrolled at our Learning Center or KWCS may enroll during the returning students re-enrollment period of March 1 - 15.
- The new enrolling sibling will be added to the grade roster on a first come, first serve basis after all eligible re-enrolling students have registered by March 15th.

Church families – March 15 – A church family is defined as:

- Regularly attending the Vancouver First Church of God during the last six months.
- Having a contribution account record within the previous six months.
- A Church Family Verification Form is available in the school office and must accompany the registration application.

Financial Aid - Online applications need to be completed by April 15, 2011.

- The assessment process is out-sourced, requiring a fee of \$36 per family.
- To apply, go to our website. Click on *ABOUT US*. The link is located under TUITION.

Questions - Please contact our registrar, Val Coval, at 360-816-1223 or valcoval@kwcs.org.

KING'S WAY CHRISTIAN SCHOOLS
REGISTRATION POLICY
2011 - 2012

1. Registration for returning King's Way students and families will begin March 1, 2011. A spot on the roster for next year will be held for all current students until March 15th, allowing 2 weeks for re-enrollment privileges. The rosters will then be open to the Vancouver First Church of God families on March 15th and then to the general public on March 16th .
2. A student's financial account must be current at the time of registration in order to place the student on the class roster.
3. The applicable registration fee for each student must be paid at the time of registration. This fee is non-refundable unless the application is not accepted or space is not available.
4. To accommodate current King's Way families with multiple students, parents may pay for one student's registration fee while re-registering and the additional students registration fee in subsequent and sequential months until all siblings are paid for (April 10th for 2nd student, May 10th for 3rd student, etc.). If the registration fee is not collected in full by April 10th for the 2nd student, May 10th for the 3rd student, or by June 10th for the 4th student, then the student(s) place on the class roster will be forfeited.
5. If tuition for the current year has become delinquent by June 1st, any registration fees paid toward the next school year will be forfeited as well as the student(s) place on the class roster.
6. **The first month's tuition payment is due July 1st.** If the first payment is not received by July 10th, the student(s) application will be withdrawn and his/her position on the class roster will be forfeited.
7. Students enrolling after July must pay two of the monthly tuition payments at the time of enrollment. This payment will be applied to the first and second month's tuition payments.
8. **The first two tuition payments and the registration fees are all non-refundable.**
9. **Tuition payments are due on the 1st day of the month** and may be paid in a 12-month payment plan (July - June), a 10-month payment plan (July - April), 2 equal payments (July and Jan.), or paid in full (July). A \$25.00 late fee will be assessed to all accounts not paid by the 10th of the month. A returned check fee of \$25 will be charged for NSF checks.
10. Every effort will be made to contact parents on the waiting lists within 24 hours of a student space becoming available on a class roster.
11. If tuition is past due at the end of the school year, official transcripts will be withheld and not transferred until the account is brought current.