



# Seattle Christian SCHOOL

## 2019-2020 Application Process

Applications for all grade levels are available on our website at [www.seattlechristian.org](http://www.seattlechristian.org) starting on **November 1, 2018**. There are different timelines based on grade level, so please review the below information carefully and reach out to our Admissions Coordinator, Dawn Gorder, at (206) 438-5401 or [admissions@seattlechristian.org](mailto:admissions@seattlechristian.org) with questions.

### **Elementary Application Process (Pre-K through 6<sup>th</sup> grade):**

Early admissions run through **February 28, 2019**. All applications completed by this time are considered in our first round of admissions. After this date, elementary admission is based on availability. A completed elementary application includes **ALL** of the following (unless otherwise noted):

- Online Application and \$75 Application Fee
- Church Leader Recommendation
- Teacher Recommendation (N/A Pre-K)
- Current immunization record on Washington State form (available on the website)
- Copy of state issued birth certificate
- Copy of current and previous year report card (N/A for Pre-K & K, current year only for 1<sup>st</sup> grade)
- Most recent standardized test results (if applicable)
- Disciplinary Report (if applicable)

Completed within  
online application

Applicants that submit all of the above items by **February 28, 2019** will be contacted to schedule a family interview and student testing. Interviews and testing will take place the **first week of March** with final admissions decisions communicated via email on **March 15, 2019**.

**Late Elementary Applications:** We will continue to accept applications after the February 28, 2019 deadline. However, these applications will not be reviewed until all admissions decisions have been made for those meeting the deadline. We will then admit additional applicants if space permits.

### **Secondary Application Process (7<sup>th</sup> – 12<sup>th</sup> grade):**

There is no official deadline for secondary applications, however priority is given based on when the application is completed. An application is considered complete when **ALL** of the below items are received (list continues on second page):

- Online Application and \$75 Application Fee
- Church Leader Recommendation Form
- Teacher Recommendation Form

Completed within  
online application

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## **Secondary Application Requirements Continued:**

- ❑ Copy of current and previous year report card
- ❑ Most recent standardized test results (if applicable)
- ❑ Transcripts (Grades 9-12 only)
- ❑ Disciplinary Report
- ❑ Copy of state issued birth certificate
- ❑ Current immunization record on Washington State form (available on website)

After all items are received, families will be contacted to schedule a family interview and student testing (if deemed necessary). Once the family interview and testing is completed, secondary admissions decisions will be communicated within two weeks.

## **Enrollment Process (All Grades):**

**Enrollment must be completed within 7 days of acceptance to secure your spot at SCS.** Families not completing enrollment within this timeframe may forfeit their spot to the next person on the waitlist (if applicable). A link to complete enrollment will be included within the acceptance email. There is no enrollment fee for Pre-K. The enrollment fee for grades K-12 is \$175 and is not refundable.

## **Families with Multiple Children Applying:**

If you are applying for multiple children at the same time, there are a couple important things to note as you complete the applications:

- For those applying to both elementary and secondary, the enrollment deadline of 7 days can be extended until you have received the admissions decision for your elementary student (so you do not have to enroll secondary students without knowing if the elementary students are accepted)
- Both the application and enrollment fees are capped at two per family. This means the maximum application fee per family is \$150 and the maximum enrollment fee is \$350. To take advantage of this, complete and submit the first two applications then complete any additional applications but do NOT submit. Notify [admissions@seattlechristian.org](mailto:admissions@seattlechristian.org) when the additional applications are completed so that we can manually import the application(s) without the fee(s).

## **Indexed Tuition Application Timing:**

For those applying for Indexed Tuition, that application should be completed concurrently with the admission application. This is particularly important if your enrollment at SCS is dependent on receiving an award. The enrollment timeline of 7 days will **NOT** be extended for those awaiting an Indexed Tuition award decision **UNLESS** you have already completed the entire Indexed Tuition application and are just waiting on SSS to process the award.

**Questions? Contact Admissions at (206) 438-5401 or [admissions@seattlechristian.org](mailto:admissions@seattlechristian.org)**