



## Admissions Checklist

- Application for Admission**
- Student Application for Admission** – One for each student. Additional applications available in the main office.
- Non-refundable Application Fee** – Please submit with the application.  
Fee is \$75/student through May. Beginning June 1 the fee is \$125/student.  
Beginning August 1 the fee is \$150/student.
- Copy of student's academic records** – Please provide the most recent report card and standardized test results. High school students should also submit a high school transcript.
- Recommendation Forms** – The following recommendation forms need to be submitted:  
All families: Pastor's recommendation form.  
Elementary (1-5): Teacher recommendation from last school attended.  
Secondary (6-12): Principal recommendation from last school attended.
- Tour** - A tour is scheduled with a member of the administration team, unless a tour was given prior to submitted application.
- Parent Interview** – This interview will be scheduled with one of our administrators, if needed.
- Student Interview** – Students entering grades 6-12 will need to interview with the principal prior to acceptance.
- Entrance Testing** – This test will be scheduled through the office.
- Student Visit** – It is recommended that you schedule a visit for your student. Please contact the office if you wish to schedule a time for a half or full day visit.

### After Acceptance to Shalom:

- Records:** Copy of birth certificate and an immunization record must be in the office.
- Class Scheduling:** Students entering grades 6-12 will need to meet with the principal to schedule classes for the upcoming year.
- New Parent Meeting** – Meetings are scheduled for June, July & August. Please email Caryn Bowser at [cbowser@shalomca.com](mailto:cbowser@shalomca.com) or call the office to schedule a group meeting with other new parents and the Spiritual Life Committee.