



NEW MIDDLE AND HIGH SCHOOL FAMILIES ADMISSIONS CHECKLIST

STEP #1

APPLICATION:

- ☐ Complete the online application and submit the application fee
- ☐ Birth certificate
- ☐ Immunization Registry record
- ☐ Copy of most recent 2 years of report cards
- ☐ Copy of high school transcript
- ☐ Educational/diagnostic testing results, current IEP/504/
Accommodations plan if applicable
- ☐ Standardized testing results
- ☐ Student Questionnaire
- ☐ Math Teacher Recommendation form
- ☐ English Teacher Recommendation form
- ☐ Principal or Guidance Counselor Recommendation form
- ☐ Personal Recommendation form (from student/family's pastor)

STEP #2

TESTING AND STUDENT SHADOW:

High school required only- shadow an HG student (complete request form). Testing is scheduled through the Student Services office AFTER the admissions office receives all of the required forms.

STEP #3

INTERVIEW REQUIREMENTS:

- Family Interview will be scheduled as long as steps 2 and 3 are completed favorably
- Family Interview is an opportunity to share the Mission, Vision, and Statement of Faith, and to assess whether HGCS is the right fit for your family

STEP #4

ADMISSIONS ACCEPTANCE OR NON-ACCEPTANCE:

Final decision is communicated in writing contingent upon:

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|-----------------------------|--|
| • Satisfactory grades | • Satisfactory behavior reports |
| • Letters of recommendation | • Entrance testing |
| • Interview | • Review of IEP/504/
Psychoeducational Evaluation |

*Please note any suspensions, expulsions and/or failed courses is an automatic denial of admission. Upon acceptance, a nonrefundable deposit of \$500 is required and will apply toward tuition.