



Enrollment Application

New Covenant Christian School

452 Ebenezer Road

Lebanon, PA 17046

Phone: 717.274.2423

Fax: 717.274.9830

Email: nccs@nccspa.org

Website: www.nccspa.org

OUR MISSION

New Covenant Christian School exists to glorify God by partnering with families and churches to provide a comprehensive and quality education in a nurturing, Christ-centered environment based upon Anabaptist beliefs, and to prepare each individual for a life of continuing discipleship and service.

Admission Application Check List

A completed application submitted to the School Office initiates the admission process, if one has not already been started. To be complete, the application should include:

- Family Application**
- Most Recent Report Card**
*(For transfer students)
- Student Application**
(One for each student seeking admission)
- Copy of Birth Certificate**
- MS/HS Student Information Form**
(One for each student entering grades 6-12)
- Immunization Record**
- Pastor's Reference Form**
- SMART Tuition Application**
(Only if paying tuition monthly)
(Forms available in office)
- Registration Fee**
(\$300 per family)

*Note – No enrollment is final until a student's transcripts have been received in the school office and all requested forms are completed and on file.

Enrollment Process

1. **Inquiry is made via phone call, website, etc.**
2. **Schedule a tour of the school with Director of Admissions.**
3. **Student(s) participate in a visit / buddy day for grades 1-12 (when applicable).**
4. **Principal / CEO meets with family (this can be done during tour).**
5. **Submission of completed application (see above list)**
6. **Notification of enrollment.**

Non-Discrimination Statement

New Covenant Christian School enrolls students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in the administration of its educational policies, admissions policies, financial aid policies, and athletic and other school administered programs.

FAMILY APPLICATION

NEW COVENANT CHRISTIAN SCHOOL

FATHER/GUARDIAN

Name: _____ Mr. Dr. Rev. Other _____

Home Address _____ City _____ ST _____ Zip _____

Home Telephone _____ Cell Phone _____ E-mail Address _____

Social Security # _____ PA Driver's License _____

Relationship to student: Natural Father Stepfather Guardian Other _____

Marital Status: Married Divorced Separated Single Do you reside with your spouse? Yes No

Are you cohabitating with a person in a spousal relationship outside of marriage? Yes No

Occupation _____ Business Telephone _____

Name of Business _____

Business Address _____ City _____ ST _____ Zip _____

Church presently attending _____ Do you attend regularly? Yes No

Pastor's Name _____

Church Address _____ City _____ ST _____ Zip _____

Church Phone # _____ Denomination _____

Frequency of church attendance: Weekly Monthly Occasionally Other

MOTHER/GUARDIAN

Name: _____ Mrs. Dr. Rev. Other _____

Home Address _____ City _____ ST _____ Zip _____

Home Telephone _____ Cell Phone _____ E-mail Address _____

Social Security # _____ PA Driver's License _____

Relationship to student: Natural Mother Stepmother Guardian Other _____

Marital Status: Married Divorced Separated Single Do you reside with your spouse? Yes No

Are you cohabitating with a person in a spousal relationship outside of marriage? Yes No

Occupation _____ Business Telephone _____

Name of Business _____

Business Address _____ City _____ ST _____ Zip _____

Church presently attending _____ Do you attend regularly? Yes No

Pastor's Name _____

Church Address _____ City _____ ST _____ Zip _____

Church Phone # _____ Denomination _____

Frequency of church attendance: Weekly Monthly Occasionally Other

APPLICANTS AND ALL OTHER CHILDREN LIVING WITH THE FAMILY

| Names of all Children | Date of Birth | Date to be Entered | Grade Applied For |
|-----------------------|---------------|--------------------|-------------------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

ARE YOU APPLYING FOR THE ADMISSIONS OF ALL SCHOOL-AGE (K-12TH) CHILDREN? YES NO **IF NO, PLEASE STATE REASONS:**

WHY DO YOU WANT YOUR CHILDREN TO ATTEND NEW COVENANT CHRISTIAN SCHOOL?

PARENT / GUARDIAN COMMITMENT FORM

As a parent / guardian of a student at New Covenant Christian School, I commit myself to the following:

1. To pray regularly for New Covenant Christian School.
2. Lend practical help in areas of service for the school.
3. Seek unity of the believers, especially when offense is taken by following the guidelines found in Matthew 18:15-20.
4. Attend all regular Association meetings (two per year) in order to stay informed of the school’s activities and procedures, and to be actively functioning in the school.
5. To support the beliefs of New Covenant’s Statement of Faith.
6. To remain connected and to faithfully attend our family’s home church.
7. To be involved in our child’s education through attendance at parent-teacher conferences and meetings, other activities of the school, and through helping our child with schoolwork as needed.
8. Support the school financially through tax deductible gifts when possible.
9. Support and work in the school’s fundraising programs to help offset the gap between tuition and the total cost of operating the school.
10. Adhere to and follow the regulations that are found in the Parent/Student Handbook.
11. Understand that parents are responsible for any visual, dental, or medical attention and/or insurance needed by their children while they are in attendance at New Covenant Christian School.
12. Give the school administration and teachers full discretion in regard to student discipline as stated in the Handbook.
13. Understand that families involved at New Covenant on any level are expected to maintain a pure testimony in all that they do, including attitudes and behavior at school and elsewhere.
- *14. To pay our tuition faithfully according to the following options:
 - Full payment on or before August 10
 - 12 monthly payments, August through July
- *15. To participate in fundraisers to the level of \$ 400 per each student enrolled. This is an obligation beyond tuition. This can be done through any of the following:
 - Paid in one lump sum at the beginning of the school year.
 - Paid per student in 12 installments included with monthly tuition through the months of August through July.
 - Use the various fundraisers. Accounts will be set-up for each family and credits given.

I certify that all of the above information is accurate, true and complete. I understand that my misrepresenting any of the above information may disqualify my application, or result in the removal of my child(ren) from the school. I agree to update changes in my home situation as they occur.

Parent’s/Guardian’s Signature: _____ Date: _____

Parent’s/Guardian’s Signature: _____ Date: _____

NEW COVENANT CHRISTIAN SCHOOL
STUDENT APPLICATION

TO BE COMPLETED BY PARENTS OF APPLICANT

1. Full Legal Name of Child _____
Nickname _____ Social Security Number _____ Birth Date _____ Age ____ Sex Male Female
2. Address _____
Phone Number _____
3. Who has custody: Both Parents Father Mother Guardian
Student reside with: _____ Who is responsible for tuition? _____
Name and address of non-custodial parent (if not previously listed) _____

Should non-custodial parent: receive school correspondence? Yes *No
receive progress reports/report cards? Yes *No
*If "No" is checked, legal documentation must be provided for our files.
4. School District in which child resides _____ Busing desired: No Yes
5. Name and address of church where child attends _____

My child attends: Sunday AM Service Sunday School Youth Program Other
My child knows Jesus Christ as personal Savior and is born again in accordance with John 3:16. Yes No
6. Grade applying for _____ Has this child repeated a grade? No Yes If Yes, which grade? _____
7. Has this child ever been suspended or expelled from school? No Yes
If Yes, explain
8. Has this child ever been denied admission to a school for any reason? No Yes
If Yes, explain
9. Has this child ever been referred for or received remedial or special education or Therapeutic Support Staff (TSS) services? No Yes
If Yes, explain
10. Has the student ever had an Educational Psychological Evaluation? No Yes
Does student have an Individualized Education Program (IEP)? No Yes
If Yes, please include documentation.
11. Has this child ever been in trouble with the police? No Yes Had a court record? No Yes
If Yes, explain

12. List all schools attended:

Current School _____ Grade _____ Year _____

Complete Address _____

Other Schools Attended:

Name _____ Address _____ Grade: _____

Name _____ Address _____ Grade: _____

Name _____ Address _____ Grade: _____

13. What is your child's attitude toward school and teachers?

14. Are there any special circumstances, concerns or medical conditions that we should know about?

15. How did you hear of New Covenant Christian School?

- New Covenant Parent: _____
 - New Covenant Student: _____
 - New Covenant Teacher: _____
 - New Covenant Alumni: _____
 - Website
 - Newspaper/Merchandiser
 - Church / Pastor: _____
 - Yellow pages
 - Other _____
- _____
- _____

PARENT INFORMATION

- ◆ Prospective Kindergarten students must be five years old by September 1st of the school year; prospective first grade students must be six years old by September 1st of the school year.
- ◆ For students first entering school and those entering grades 6 and 11, a physical examination by a physician is required. For students first entering school and those entering grades 3 and 7, a dental examination is required.
- ◆ There is a probationary period for all new students.
- ◆ The school has the discretion of not admitting students who have been expelled from another school, have repeated more than one grade, who require significant special education needs, have been asked to leave their school program due to poor behavior, have used illegal substances, have been in trouble with police or have a court record.
- ◆ The school reserves the right to dismiss any family which does not fulfill its obligations or does not pay tuition regularly as set forth in school policy.
- ◆ No student may graduate from our high school unless he/she has attended one full school year at New Covenant Christian School.
- ◆ The New Covenant dress code sets a standard for modesty and respectable dress as stated in the Parent / Student Handbook.

NEW COVENANT CHRISTIAN SCHOOL
MIDDLE / HIGH SCHOOL STUDENT INFORMATION

To be completed by student applicant in your own handwriting. If more space is needed, please use another sheet of paper, giving your name and the number of the question being answered.

NAME _____ SEX: _____ GRADE ENTERING: _____

1. Do you yourself want to come to school here? Yes No Uncertain
Why? _____

2. Do you complete homework and other school work on time? Yes No If no, explain: _____

3. What subject is hardest for you? _____

4. Have you ever failed a subject or repeated a grade? No Yes If Yes, what grade or subject? _____

5. Do you consider yourself to be a Christian? If so, please explain. _____

If you are a Christian, how long have you been one? _____

6. How frequently do you attend church? Weekly Monthly Occasionally Other
Where do you attend? _____

7. Do you attend Sunday School regularly? Yes No

8. Does your church have a youth group? Yes No Are you a member of the group? Yes No

9. What activities are you involved in at church? _____

10. What are your interests and hobbies? _____

11. What radio stations do you listen to? _____

12. How many hours do you spend watching TV daily? _____

13. How often do you go to the movies? _____

14. Name the last three movies you saw:

a. _____

b. _____

c. _____

15. Do you have a job after school or on weekends? No Yes If yes, what is it? _____

16. Do you know any current students here at New Covenant Christian School? No Yes

If yes, who? _____

17. Do you use e-mail, instant messaging, Facebook or surf the net? No Yes If Yes, please explain: _____

What is your e-mail address? _____

Do you host a blog? No Yes If yes, what is your address? _____

18. Have you ever used:

Tobacco? No Yes

Drugs? No Yes

Alcoholic beverages? No Yes

Have you ever been in trouble with the police? No Yes

Had a court record? No Yes

If yes to any of the above, please explain:

19. Are you willing to abide by the rules and standards of New Covenant Christian School in respect to academic commitment and effort, Christian character and witness, Christian conduct and attitude, and grooming and dress code?

Yes No

With my signature below, I am confirming that the above answers are true and that I have not purposely avoided sharing certain information that is important to my enrollment at New Covenant Christian School.

Student Signature

Date Signed



Pastor's Reference Form

After you have completed Part I, please give this to your Pastor to complete and mail directly to New Covenant Christian School.

I. Family Name: _____

Family Address: _____

Names of children applying to New Covenant:

1. _____ 2. _____

3. _____ 4. _____

II. To be completed by the Pastor.

Dear Pastor,

At New Covenant we are committed to supporting our families through partnering with the local church. By taking the time to fill out this form, you will equip New Covenant to better serve this family. Any information you provide will be kept confidential.

Thank you!

Describe the family's church attendance:

Regular (3-4 times per month) Irregular (1-2 times per month) Seldom

Who in the family attends (please check those that apply): Both Parents Father Mother Children

Approximately how long have they been involved with your church? _____

Is the family active in your church beyond Sunday attendance? Yes No

If yes, please explain: _____

Are the children active in the children/youth program of the church? Yes No

What if this family's strongest needs and how can New Covenant partner with your church to support them?

Based on your knowledge of the family, do you recommend them for admission to New Covenant Christian School?

Yes No If not, why? _____

Pastor's Signature: _____

Pastor's Name (Printed): _____

Name of Church: _____

Church Address: _____

Phone Number: _____

Church Email Address: _____

Church Website: _____

Names of Additional Pastoral Staff: _____

***Thank you for taking the time to complete this form.
Upon completion, please send to address below.***

New Covenant Christian School...Lebanon Valley's Academy for Training Outstanding Christian Leaders

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717.274.2423
717.274.9830 (fax)
www.nccspa.org

New Covenant Christian School
TUITION, TUITION ASSISTANCE, AND FEES

Tuition:

- Tuition is paid either in full or monthly payments may be made. Full payments are due on or before the 2nd Monday in August and receive a 2% discount. When paying monthly, please fill out a SMART tuition form included in the admissions packet. Options with the SMART tuition form are to pay via an invoice sent to you or have it directly taken out of an account. Billing period runs from August through July.
- Tuition may be paid in full using a credit card. If you choose this option, the discount (2%) does not apply. Please see the business office for more details.
- **Please note the “early withdrawal fee” in the fee section of this document.**

Tuition Assistance:

- Scholarships are available to families who qualify and are distributed based on need and availability of funds. Need is determined through the confidential *Financial Aid for School Tuition (FAST)* agency. Scholarships must be applied for each year and are provided on a first come-first serve basis. Please request paperwork from the school office.

Fees:

- **Registration Fee:** This is a one time fee per family. This covers administration cost for keeping school records for children in grades K-12 and is paid when the application is submitted.
- **Sports Participation Fee:** \$100 per student per sport. This fee only applies to those students playing sports.
- **Early Withdrawal Fee:** When a student withdraws after registering for the school year an early withdrawal fee is assessed.

Withdrawal prior to July 1st – Withdrawal fee is one month’s tuition (registration fee is not refundable).

Withdrawal prior to September 1st – Withdrawal fee is one month’s tuition plus the tuition payment for the month of August (registration fee is not refundable).

Withdrawal during the school year – Withdrawal fee is one month’s tuition plus any remaining pro-rated tuition due. Tuition is pro-rated based on the number of school days enrolled. (Registration fee is not refundable).

**New Covenant Christian School
STATEMENT OF FAITH**

The essential beliefs are:

1. The Bible is the authoritative Word of God, which, by the guidance of the Holy Spirit, is sufficient to lead us to a saving faith in Christ and faithful discipleship.
2. Both the Old and New Testaments are equally inspired by God; the New Testament, however, serves to interpret the Old, provides the fulfillment of the Old with the coming of Christ and is the foundation of Christian ethics.
3. Salvation is only through accepting Jesus Christ as Lord and Savior, whose life and teachings are the foundation and example for all aspects of daily life, and through whom our lives are transformed.
4. Conversion to Christ involves a conscious decision; baptism and church membership are therefore voluntarily accepted by those of an age who can make a responsible, life-changing decision.
5. Becoming a Christian involves more than a statement of belief; it involves a life of discipleship, allowing the Holy Spirit to transform all aspects of life into Christ's image as we follow His example.
6. While the church has distinctions in role, all are equal in our access to God through Christ and must therefore be seen as equals in the church.
7. The church is a covenant community; believers engage in worship, have fellowship together, practice accountability, and share in mutual aid as a corporate, covenant body.
8. The church is in the world but separate from the world; it functions as a radical counterculture to the secular world and to civil religion, with ethics shaped by Christ and not by selfish desires or national pride.
9. As Christians, we follow the example of Christ in showing love, making peace and seeking reconciliation with all, including personal and national enemies, while rejecting the use of force.
10. Christians are called to follow the example of Christ in service by ministering to those in need in the name of Christ.
11. The church has been commissioned to go into all the world, making disciples of Christ, baptizing them and teaching them to also become his disciples.



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