

Thank you for your interest in Hope Christian School. We appreciate the opportunity to introduce you to our academically challenging, Christ-centered school. Admission is open to students of any race, color, and national or ethnic origin who are looking for a Christian environment with an emphasis on teaching Biblical principles and truths along with strong academics.

Hope's accreditation is through the Association of Christian Schools, International (ACSI), the International Christian Accrediting Association (ICAA) and the New Mexico State Department of Education in grades K-12. Hope received ICAA's highest status of accreditation, and was privately commended as being one of the largest and overall best Christian schools in the country. This approval means Hope Christian School's credits are recognized by secular and Christian schools across the country, and our graduates have confidence that their diploma will continue to be accepted by those colleges requiring graduation from an accredited secondary institution.

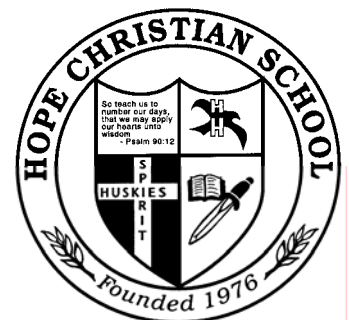
This admission packet has been prepared to answer many of your questions and provide a convenient means to complete your student's application. We regret that we are unable to provide a position for every qualified applicant. Therefore, careful attention to dates and procedures listed in this packet will help to secure a position for your child in next year's class.

The student handbook is a valuable tool in evaluating our school. Curriculum, policies, procedures, and information regarding the daily operations of the school are included. Read it carefully and use it to assist you in making your decision.

Please remember that the Admissions Staff is available to answer your questions and assist you in completing your student's application. We can be reached at (505) 821-2513. We will join you in prayer as you consider Hope the best educational program for your student.

—*Gwen Hughes, Admissions Director*

# Admissions Packet 2011-2012



## Testing Dates

**February 12, 2011**

**8:15 – 11:00 AM**

**February 26, 2011**

**8:15 – 11:00 AM**

*Applications and fees are applicable for one school year. If a student does not enroll within that time period, a new application and fee are required.*

*An incomplete application, including related forms, may result in a student not being considered for acceptance.*

## ADMISSION PROCEDURES

The following is a list of procedures and deadlines that will guide you in applying for enrollment at Hope. Read all information carefully.

### CHARACTER REFERENCES

Character references are included in this packet or may be obtained from our website, [www.hopechristianschool.org](http://www.hopechristianschool.org).

**All references must be on file before the interview will be conducted.**

Fill out the top portion and distribute the Character Reference forms to the following individuals:

#### Kindergarten through 6th grade - three references:

**TWO recent/current teachers, plus**

One reference from a **pastor or Bible teacher** (preferred, but can also be extra-curricular sponsor/instructor)

#### 7th - 12th grade - four references:

**Current English Teacher**

**Current Math Teacher**

**Current Science Teacher**

**Pastor or Youth Pastor (preferred, but can also be extra-curricular sponsor/instructor)**

**Have the individuals mail or fax the form directly to Hope within five days.** (Character references will be matched up with applications on file or held until an application is received. We suggest that you contact the school well in advance of the interview date to verify receipt of all references.)

### APPLICATION

Return the information listed below to the Admissions Office on or before February 8, 2011.

- \_\_\_ 2011-2012 Application for Admission (Completed and signed by Student and Parent/Guardian)
- \_\_\_ Copy of standardized test scores
- \_\_\_ Students **applying for grades 1-9**: current report card from the previous grading period.
- \_\_\_ Students **applying for grades 10-12**: an unofficial transcript showing all high school credits previously received.
- \_\_\_ Copy of current immunization records
- \_\_\_ State certified birth certificate (Not a hospital certificate of birth—there is a difference!)
- \_\_\_ \$75 non-refundable application fee
- \_\_\_ Recent photograph or snapshot
- \_\_\_ Distribute Character references as required (see above)

## TESTING

For Kindergarten and first grade, testing is done individually after all three references are returned. (See below under interview.)

For grades 2 through 12, mark on the application the desired testing date. Receipt of a completed application and \$75.00 fee (at least four days in advance) will reserve a student's place for testing. The student should report for testing **no later than 8:15 a.m.** on the day selected. Instructions on location will be emailed prior to the testing.

## INTERVIEW

A copy of a recent report card and/or credits, standardized test scores, and all *necessary character references* are **required** to be on file before an interview can be conducted. A **parent or guardian must be present with the student at the time of the interview**. Sign up for student interviews will be as follows:

### Grades K-1:

A parent/guardian will be contacted for testing and an interview after a completed application and all character references have been received. These interviews are scheduled for January, February, or March.

### Grades 2-12:

Sign up for an interview is done on the day of testing and will be conducted at a later date, and only when all character references have been received.

NOTE: Testing and an interview are required to complete the application process.

## ACCEPTANCE

Letters of acceptance and additional procedures for enrollment will be mailed as soon as possible after selections are made by the Admissions Committee. (The tentative date for letters of acceptance being sent is April 15, with enrollment contracts and fees due by May 1st.)

**Hope Christian School admits students of any race, color, and national or ethnic origin.**

## Tuition and Fees

**Application fee:** \$75

*Due with new student's application. Covers cost of testing.*

**Non-refundable.**

### **New Student**

**Enrollment Fee:** \$200

*Due with tuition contract after student is accepted.*

*One-time fee. Non-refundable.*

*Additional students in same household, \$100.00 each.*

### **Yearly**

**Registration Fee:** \$250

*Due with contract after student is accepted.*

**Non-refundable.**

### **Tuition**

Contact the Admissions Office for Tuition rates, discounts and payment policies.

*See Tuition Refund Policy in Student Handbook.*

### **Additional Fees:**

*Incidental fees vary by grade, class, and activity and may include lab fees, special workbooks and some extra-curricular activities. Before and after school supervision is billed separately.*

## DISCOUNTS

A **Pre-Payment Discount\*** is offered for tuition paid in full and early. Please see the **2011-2012 Tuition and Fees** sheet for details regarding the amount and the deadline to receive this discount.

Please Note: To receive the Pre-Payment Discount, tuition must be paid in full by 4:00 PM in the Business Office (or by midnight if paid online) on or before deadline. There are no exceptions. Tuition payments mailed, but not received in the Business Office on or before the indicated date, will be computed at the full rate.

\*Pre-payment discounts apply per student and only if tuition is paid in full before the date indicated on the 2011-2012 Tuition and Fees sheet.

In addition, a **Multi-Student Discount** is available to families with more than one child, *living in the same household*.

Tuition must be paid in full before school starts (according to the date set on the Enrollment Contract) or a F.A.C.T.S. payment program set up. Sign up on the F.A.C.T.S. program after May 1st requires a prepayment of one to four months payments.

## MONTHLY PAYMENT PROGRAM\*\*

Hope has a monthly payment program that is processed through a company called F.A.C.T.S. and requires automatic withdrawal from a checking or savings account. Payments are divided into twelve (12) monthly installments payable on the 20th of the month. The first payment is in June and all payments are completed by May 20th. F.A.C.T.S. contracts initiated after May 1st may require a prepayment of one to four months.

F.A.C.T.S. charges a \$38.00 non-refundable enrollment fee to be automatically withdrawn from the account when the payment agreement form is received.

\*\* Hope Christian School reserves the right to deny tuition payment through the use of the F.A.C.T.S. program.

Hope accepts Visa, Mastercard, or Discover as a method of payment; however there is an additional 2.04% charge for this service.

**Note: Application forms, along with the \$75 non-refundable application fee, may be mailed to:**

**Admissions Office  
Hope Christian School  
8005 Louisiana Blvd., NE  
Albuquerque, NM 87109**

or brought directly to the Admissions Office between 7:30 AM and 4:00 PM.

(Admissions/Business Office is located one block south of Paseo Del Norte off Louisiana Boulevard.)

## HOPE CHRISTIAN SCHOOLS, INC.

**Admissions Office**  
**(505) 821-2513**

Grades K-5 Campus  
(505) 797-4290

Grades 6-8 Campus  
(505) 822-5370

Grades 9-12 Campus  
(505) 822-8868

Mailing Address:

8005 Louisiana Blvd., NE  
Albuquerque, NM 87109



Hope Christian School  
8005 Louisiana Blvd., NE  
Albuquerque, NM 87109

Testing Date: **2nd—12th grade\*** (Check one)

**February 12, 2011**     **February 26, 2011**

\*Kindergarten-1st grade done individually when all three references are returned.

**Admissions Application 2011-2012**

Applying for what grade in 2011-12: \_\_\_\_\_

**STUDENT'S FULL LEGAL NAME**

Student prefers to be called

Last: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_

Student's Home Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Student's Cell Phone \_\_\_\_\_ Gender: M \_\_\_ F \_\_\_ **Date of Birth** \_\_\_/\_\_\_/\_\_\_

Place of Birth: City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_

Church Home \_\_\_\_\_ Pastor \_\_\_\_\_

Previous School \_\_\_\_\_ Reason for transfer/leaving \_\_\_\_\_

Student's Interests \_\_\_\_\_ Student email (9th-12th) \_\_\_\_\_

**Has this student ever been a previous :**

**Hope Applicant:**  yes  no      **Hope Student:**  yes  no    **If yes, year/grade attended** \_\_\_\_\_

**Sibling Information:**

As of August, 2011

<u>Names of Siblings</u>	<u>Age</u>	<u>Grade</u>	<u>Current Applicant?</u>	<u>Current Hope Student?</u>	<u>Former Hope Student?</u>
_____	_____	_____	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no
_____	_____	_____	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no
_____	_____	_____	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no	<input type="checkbox"/> yes <input type="checkbox"/> no

**PRIMARY (Household One) INFORMATION:** (Should match address of student above)

**Parent/Guardian One** Relationship to Applicant:  Father  Mother  Grandparent  Guardian  Other: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_  Mr.  Mrs.  Miss  Ms.  Other: \_\_\_

Custodial rights?  yes  no      Financially Responsible?  yes  no      Receive Correspondence?  yes  no

Marital Status:  Married  Divorced  Separated  Not Married      Church Home:  Same as student    Other: \_\_\_\_\_

Email 1: \_\_\_\_\_ Email 2: \_\_\_\_\_

Occupation: \_\_\_\_\_ Job Title: \_\_\_\_\_ Employer: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_ Home Phone: \_\_\_\_\_

Highest Level of Education:  HS Graduate  Some College  Degree: \_\_\_\_\_ School Name: \_\_\_\_\_

**Parent/Guardian Two** Relationship to Applicant:  Father  Mother  Grandparent  Guardian  Other: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_  Mr.  Mrs.  Miss  Ms.  Other: \_\_\_

Custodial rights?  yes  no      Financially Responsible?  yes  no      Receive Correspondence?  yes  no

Marital Status:  Married  Divorced  Separated  Not Married      Church Home:  Same as student    Other: \_\_\_\_\_

Email 1: \_\_\_\_\_ Email 2: \_\_\_\_\_

Occupation: \_\_\_\_\_ Job Title: \_\_\_\_\_ Employer: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_ Home Phone: \_\_\_\_\_

Highest Level of Education:  HS Graduate  Some College  Degree: \_\_\_\_\_ School Name: \_\_\_\_\_

**Hope Christian School admits students of any race, color, and national or ethnic origin.**

**Secondary (Household Two) INFORMATION:** (If applicable)

**Parent/Guardian One** Relationship to Applicant:  Father  Mother  Grandparent  Guardian  Other: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_  Mr.  Mrs.  Miss  Ms.  Other: \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

Custodial rights?  yes  no Financially Responsible?  yes  no Receive Correspondence?  yes  no

Marital Status:  Married  Divorced  Separated  Not Married Church Home:  Same as student Other: \_\_\_\_\_

Email 1: \_\_\_\_\_ Email 2: \_\_\_\_\_

Occupation: \_\_\_\_\_ Job Title: \_\_\_\_\_ Employer: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_ Home Phone: \_\_\_\_\_

Highest Level of Education:  HS Graduate  Some College  Degree: \_\_\_\_\_ School Name: \_\_\_\_\_

**Parent/Guardian Two** Relationship to Applicant:  Father  Mother  Grandparent  Guardian  Other: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_  Mr.  Mrs.  Miss  Ms.  Other: \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

Custodial rights?  yes  no Financially Responsible?  yes  no Receive Correspondence?  yes  no

Marital Status:  Married  Divorced  Separated  Not Married Church Home:  Same as student Other: \_\_\_\_\_

Email 1: \_\_\_\_\_ Email 2: \_\_\_\_\_

Occupation: \_\_\_\_\_ Job Title: \_\_\_\_\_ Employer: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_ Home Phone: \_\_\_\_\_

Highest Level of Education:  HS Graduate  Some College  Degree: \_\_\_\_\_ School Name: \_\_\_\_\_

**Emergency Contact Information**

Persons, OTHER THAN THOSE LISTED ABOVE, to be contacted in case of emergency: List at least two, must be local and from separate households. Additional contacts may be listed on separate sheet.

Name	Relationship	Home	Cell	Work
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**Medical Information**

Does this student have any medical conditions?  yes  no If yes, please explain: \_\_\_\_\_

Does this student take any medication on a regular basis?  yes  no If yes, please explain: \_\_\_\_\_

Does this student have any allergies?  yes  no If yes, please explain: \_\_\_\_\_

Doctor's Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Preferred Hospital: \_\_\_\_\_

**Insurance Information**

**Around-the-clock (24-hour) Accident insurance coverage is required for all grades.** (A student insurance policy is available through the school if needed)

Insurance Company: \_\_\_\_\_ Group # \_\_\_\_\_ ID# \_\_\_\_\_

**ALL PARENTS AND STUDENTS:**

All students and parents are required to read the Student Handbook\*, including the "Standards of Conduct/Behavior Code," and to sign an acknowledgment of this reading. The acknowledgments will be placed in each student's permanent file. (Exception: If students are too young to read, parents should explain the contents as appropriate.) We expect our students to be good examples of proper Christian behavior both on and off campus. Any violation of these standards, on or off campus, is grounds for suspension or dismissal from school with tuition refund penalties. (See Tuition Refund Policy in the Student Handbook.)

**Student Signature (Required for students applying for 2nd-12th grade)**

I, the undersigned student, take responsibility for obtaining the current Student Handbook\* to familiarize myself with the information contained therein, including the Standards of Conduct/Behavior Code and dress code, and agree to abide by all the rules, regulations, and standards of Hope Christian School and fully understand the discipline policies for failure to comply.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Parent/Guardian Signature**

I, the parent or guardian of the above-named student, give permission for him/her to participate in school-sponsored activities away from Hope Christian Schools, Inc., premises. I will inform the school by written request should I choose to keep him/her from an activity or trip.

I hereby release Hope Christian Schools, Inc., and any representatives of the school from any liability or responsibility for injuries, damages or expenses that may occur to the above-named student arising from any school activity and I agree to indemnify and save harmless Hope Christian Schools, Inc., and any representatives of the school against any such claim for injuries, damages or expenses made by or on behalf of said student.

By signing this form, I am giving permission for my child to ride to class activities during school hours with a parent volunteer driver. I understand that each parent volunteer driver must fill out a form acknowledging that they have automobile liability insurance and that they are responsible for each child in their vehicle.

I understand in signing this statement that I agree to take responsibility for obtaining the current Student Handbook\* to familiarize myself with the information contained therein, to accept the rules and regulations of the school as stated in the current Student Handbook, including the Standards of Conduct/Behavior Code and dress code for grades K-12, and will carefully review these rules, regulations, and standards with my student as needed.

I, the parent or guardian of the above-named student, give my permission for a Hope Christian Schools, Inc., employee or designee to transport my student to a medical facility for emergency treatment.

I understand that my child's likeness may be photographed or videotaped by the school in the course of school activities. I hereby give consent for the school to use my child's likeness in promotional and/or advertising materials, including the use of video and still photos on the school's website.

Signature of Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_

Please print name \_\_\_\_\_

Checklist: Enclose or attach the following:

1. State certified birth certificate
2. Copy of current shot records
3. Students applying for
  - Grades 1-9: Copy of most recent report card
  - Grades 10-12: Complete **U**nofficial transcript
4. Copy of standardized test scores
5. Recent photograph or snapshot
6. Non-refundable application fee

Please make sure your application is complete! An incomplete application may result in a student not being considered for acceptance.

Give character reference forms\* to individuals indicated in Admissions Procedures, with instructions to return the forms directly to the Admissions

\*(Available online at [www.hopechristianschool.org](http://www.hopechristianschool.org) under Admissions or may be requested by calling the Admissions Office)



**Student Name:** \_\_\_\_\_ **Applying for grade:** \_\_\_\_\_ **for 2011-12 school year**

**GRANDPARENT INFORMATION:**

**Grandparent One**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_  Mr.  Mrs.  Miss  Ms.  Other: \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

Custodial rights?  yes  no Financially Responsible?  yes  no Receive Correspondence?  yes  no

Marital Status:  Married  Divorced  Separated  Not Married Church Home:  Same as student Other: \_\_\_\_\_

Email 1: \_\_\_\_\_ Email 2: \_\_\_\_\_

Occupation: \_\_\_\_\_ Job Title: \_\_\_\_\_ Employer: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_ Home Phone: \_\_\_\_\_

**Grandparent Two**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_  Mr.  Mrs.  Miss  Ms.  Other: \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

Custodial rights?  yes  no Financially Responsible?  yes  no Receive Correspondence?  yes  no

Marital Status:  Married  Divorced  Separated  Not Married Church Home:  Same as student Other: \_\_\_\_\_

Email 1: \_\_\_\_\_ Email 2: \_\_\_\_\_

Occupation: \_\_\_\_\_ Job Title: \_\_\_\_\_ Employer: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_ Home Phone: \_\_\_\_\_

**Grandparent Three**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_  Mr.  Mrs.  Miss  Ms.  Other: \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

Custodial rights?  yes  no Financially Responsible?  yes  no Receive Correspondence?  yes  no

Marital Status:  Married  Divorced  Separated  Not Married Church Home:  Same as student Other: \_\_\_\_\_

Email 1: \_\_\_\_\_ Email 2: \_\_\_\_\_

Occupation: \_\_\_\_\_ Job Title: \_\_\_\_\_ Employer: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_ Home Phone: \_\_\_\_\_

**Grandparent Four**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Initial: \_\_\_  Mr.  Mrs.  Miss  Ms.  Other: \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State/Zip \_\_\_\_\_

Custodial rights?  yes  no Financially Responsible?  yes  no Receive Correspondence?  yes  no

Marital Status:  Married  Divorced  Separated  Not Married Church Home:  Same as student Other: \_\_\_\_\_

Email 1: \_\_\_\_\_ Email 2: \_\_\_\_\_

Occupation: \_\_\_\_\_ Job Title: \_\_\_\_\_ Employer: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_ Home Phone: \_\_\_\_\_

For the purpose of requesting official transcripts, test scores, etc., please complete the following:

School currently attending (or last attended):  
 \_\_\_\_\_  
 Address:  
 \_\_\_\_\_  
 City, State Zip  
 \_\_\_\_\_  
 School Phone Number  
 \_\_\_\_\_

School scheduled to attend for 2011-12 (if different):  
 \_\_\_\_\_  
 Address:  
 \_\_\_\_\_  
 City, State Zip  
 \_\_\_\_\_  
 School Phone Number  
 \_\_\_\_\_

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Student's Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Parent or Guardian signature: \_\_\_\_\_

For office use only

Name (Last, First, Middle) \_\_\_\_\_ Grade \_\_\_\_\_ App # \_\_\_\_\_

Address \_\_\_\_\_  
 Email Address \_\_\_\_\_  
 Emerg Contacts \_\_\_\_\_  
 Insurance Info \_\_\_\_\_  
 Medical Information \_\_\_\_\_  
 Parent Personal Testimony \_\_\_\_\_ Mother \_\_\_\_\_ Father \_\_\_\_\_  
 Student's Personal Testimony (6th—12th) \_\_\_\_\_  
 Student Signature \_\_\_\_\_  
 Parent Signature \_\_\_\_\_  
 Photo \_\_\_\_\_  
 Release \_\_\_\_\_  
 Immunization Record \_\_\_\_\_  
 Birth Certificate \_\_\_\_\_  
 Grades \_\_\_\_\_  
 1st—9th Report Card \_\_\_\_\_  
 10th—12th Transcript \_\_\_\_\_  
 Standardized Test Scores \_\_\_\_\_  
 Character Ref (K-6th) \_\_\_\_\_ Teacher \_\_\_\_\_ Pastor \_\_\_\_\_  
 Character Ref (7th-12th) \_\_\_\_\_ Math \_\_\_\_\_ Eng \_\_\_\_\_ Sci \_\_\_\_\_ Pastor \_\_\_\_\_

I certify that I have witnessed and reviewed the original Birth Certificate for:  
 D.O.B. \_\_\_\_\_  
 Signature: \_\_\_\_\_

Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Enrollment Paid \_\_\_\_\_ Plan 1 2 3 4

Acpt: A N AW  
 \_\_\_\_\_ Ltr  
 \_\_\_\_\_ Date

Test:  
 Feb 12 \_\_\_\_\_ Feb 26 \_\_\_\_\_ or \_\_\_\_\_  
 Interview Date: \_\_\_\_\_

English Reading Program  
 \_\_\_\_\_ M H