

Today's Date: \_\_\_\_\_



# Enrollment Application Form

Please attach two (2)  
Passport size photos of your  
child here.

For Entry At (please tick appropriate box):

Kindergarten 4 (4yrs)

Kindergarten 5 (5yrs)

Grade 1 (6+ yrs)

Please write in BLOCK letters

## CHILD

Surname: \_\_\_\_\_ First Names: \_\_\_\_\_

Age: \_\_\_\_\_ Date of Birth: \_\_\_ / \_\_\_ / \_\_\_ Gender (please circle): Male / Female

Present School / Pre School \_\_\_\_\_

Present Class (if applicable) \_\_\_\_\_

Full Address and Name of Head Teacher \_\_\_\_\_

## PARENTS

**Father:** Title: \_\_\_\_\_ Surname: \_\_\_\_\_ First Names: \_\_\_\_\_ Initials: \_\_\_\_\_

Occupation: \_\_\_\_\_ Home Address: \_\_\_\_\_

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

Email: \_\_\_\_\_

**Mother:** Title: \_\_\_\_\_ Surname: \_\_\_\_\_ First Names: \_\_\_\_\_ Initials: \_\_\_\_\_

Occupation: \_\_\_\_\_ Home Address: \_\_\_\_\_

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

Email: \_\_\_\_\_

**Is either Father or Mother a current teacher at BCA? (please circle):** YES / NO

**Is your child a sibling of a current student at BCA? (please circle):** YES / NO

## **ABOUT THE CHILD**

1. List your child's interests and hobbies: \_\_\_\_\_

\_\_\_\_\_

2. Do you see your child having any difficulty with social adjustments? (please give details) \_\_\_\_\_

\_\_\_\_\_

3. Do you have other information that you would like to convey about your child's character or background:

\_\_\_\_\_

4. Why do you wish to send your children to the Christian school? \_\_\_\_\_

\_\_\_\_\_

**BIBLICAL INFORMATION**

- 5. Do you have regular family prayer and Bible reading in your home? (please circle) YES / NO  
Is it a high priority? (Please circle) YES / NO
- 6. On what Biblical principle(s) do you base your home life?
- 7. Who is Jesus Christ? Describe His importance to you personally. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 8. What place does the Bible have in your home/lives? Describe where/what the Bible teaches about truth and authority.  
\_\_\_\_\_  
\_\_\_\_\_
- 9. What do you think about the statement that ‘God is Sovereign’? How does this apply to your lives?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CHURCH BACKGROUND & TESTIMONY OF PARENTS**

**CHURCH INFORMATION**

**Father:**

Church Affiliation: \_\_\_\_\_ Member (please circle): YES / NO  
 Pastor’s Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Mother:**

Church Affiliation: \_\_\_\_\_ Member (please circle): YES / NO  
 Pastor’s Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

- 10. Which most accurately describes your church attendance?  
 Active  
 Attend Occasionally  
 Children Attend  
 Attend a few times a year
- 11. How do you currently participate in your church? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**TESTIMONY OF PARENTS**

(Briefly state how you came to know Jesus Christ as your Savior & Lord)

FATHER:

MOTHER:

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## BETHEL CHRISTIAN ACADEMY STATEMENT OF FAITH

Please read carefully Bethel Christian Academy’s Statement of Faith and sign below to indicate your agreement. It is important that each family attending this school agrees that they allow their children to be educated in accordance with the following:

- I believe the Bible to be the inspired, infallible and authoritative word of God (2 Timothy 3:16; 2 Peter 1:21).*
- I believe in the triune God: Father, Son and Holy Spirit (1 John 5:7; John 1:1, 2 & 14), who created man by a direct, immediate act (Genesis 2:7).*
- I believe in the deity of our Lord Jesus Christ (John 10:33), His virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:35), His sinless life (Hebrews 4:15, Hebrews 7:26), His miracles (John 2:11).*
- I believe in His atoning death through His shed blood (Titus 2:14; Galatians 3:13)*
- I believe in Jesus’ bodily resurrection (John 11:25, 1 Corinthians 15:4), in His ascension to the right hand of the Father (Mark 16:19), and in His second coming in power and glory (Acts 1:11, Revelation 19:11).*
- I believe that man fell through disobedience (Romans 5: 12-19)*
- I believe that salvation is by grace (Ephesians 2:8-10; Romans 3:23-24), that repentance and acceptance are vital (1 John 1:9; John 6:37b), and that new birth must be experienced to become a child of God (John 3:3; 2 Corinthians 5:17).*
- I believe in the present ministry of the Holy Spirit by whose indwelling the Christian is enabled to live a godly life (Romans 8:13-14, 1 Corinthians 3:16, 1 Corinthians 6:19-20, Ephesians 4:30, Ephesians 5:18).*
- I believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life; and they that are lost unto the resurrection of damnation (John 5:28-29).*
- I believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 9:9, 1 Corinthians 12:12-13, Galatians 3:26-28).*
- I believe that Christians need to know and study the Old Testament and the New Testament. (Colossians 3:16)*

I/We have read and agree the above Statement of Faith.

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Parent/Guardian Signature/Date

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Parent/Guardian Signature/Date

**STUDENT HEALTH FORM**

Student Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

List any current health problems:

List any chronic (on-going) health problems:

Does your child suffer from any of the following:

Asthma \_\_\_\_\_ Hay Fever \_\_\_\_\_ Diabetes \_\_\_\_\_ Hypoglycemia \_\_\_\_\_

Allergies (please be specific):

Does your child have any allergic reactions to any medications? \_\_\_ YES \_\_\_ NO

If yes, what? \_\_\_\_\_

Does your child have any physical limitations due to a physical handicap or an accident? \_\_\_\_\_

If so, please explain: \_\_\_\_\_

Does your child have any hearing difficulties? \_\_\_\_\_ Has a doctor been consulted? \_\_\_\_\_

What is being done to treat the disorder? \_\_\_\_\_

Does your child have any visual problems? \_\_\_\_\_ Has a doctor been consulted? \_\_\_\_\_

What is being done to treat the disorder? \_\_\_\_\_

Should your child wear glasses in school? \_\_\_\_\_

Does your child have any unusual health problems that the school should be aware of? \_\_\_\_\_

Does your child have any physical, emotional or attention problems which require special medication

or limited participation in certain activities? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

**EMERGENCY CONTACT INFORMATION**

In case of an emergency or your child needs to be sent home from school and you are unavailable whom may we contact?

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Mobile Number \_\_\_\_\_

Relationship \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Mobile Number \_\_\_\_\_

Relationship \_\_\_\_\_

**Please include a copy of your child's CURRENT immunization record with the application.**

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**POLICIES RELATING TO TUITION AND FEE PAYMENTS**

Below is the financial policy of Bethel Christian Academy. Each parent is asked to read and sign the policy each year to indicate his understanding of an agreement with the policy. Any special financial or payment arrangements must be requested in writing and approved by the administration.

- 1) Bethel Christian Academy does not have any supplemental funding; therefore all fees and tuition must be paid on a timely basis.
- 2) All tuition payments and fees are due on the first of each term. After the tenth of the month, a late fee of UGX 25, 000 will be charged to the account. A reminder will be mailed showing a late charge to the account.
- 3) Unpaid balances cannot be carried over to the second month. Parents who do not pay after 14 school days will be notified that their children are not to attend classes. In addition, there will be a financial hold on all report cards, transcripts, and other school records if payment is not current at the end of each grading period. This financial hold will remain in effect until the account is current.
- 4) There will be a UGX 50,000 returned check fee on all returned checks, regardless of the reason for the return.
- 5) All fees other than tuition are non-refundable and non-transferable. Tuition is **non-refundable** if the student has been to school any day during the term, or if the student drops out without proper notification. An exception may be made if the account has been paid in full for the school year.
- 6) **Workbooks and school equipment:** Workbooks are ordered each year by the school at a cost which is communicated in June of each year, including shipping cost. Parents should pay for the workbooks by July each year to enable planning and ordering. Parents have the option to order workbooks on their own. Some textbooks are supplied at no charge and will be distributed by the class teacher and must be returned by the end of the year.
- 7) If a student damages or loses a non-consumable text book, a fee will be assessed to cover replacement of the book. Students will be expected to pay for repair of school property and equipment, if damage was deliberately caused by a student.
- 8) **Parents are ultimately responsible for all payments.**

**NON-PAYMENT OF TUITION OR OTHER SCHOOL FEES**

In the event of withdrawal, transfer, or expulsion, the parents are responsible for full payment of tuition and other fees. Full payment of tuition and other fees must be made through the end of the term. The Bethel Christian Academy reserves the right to withhold report cards and student records until tuition and other fees have been paid in full. By signing the student handbook agreement, the initial application for enrolment, or an application for re-enrolment, you are authorizing the school to withhold report cards and other records until tuition and other fees have been paid in full.

I/We have read and understand the above policies relating to tuition and fee payments. By signing below, I/we accept our responsibilities concerning tuition and fee payments.

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Parent/Guardian Signature/Date

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Parent/Guardian Signature/Date

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**STUDENT CONDUCT**

**Student Code of Conduct** (The following to be signed by each student entering grades 4-12)

High standards of conduct are required of all those associated with Bethel Christian Academy. BCA expects that its students live above reproach showing respect to God, country, family, faculty, and fellow students. Therefore, lying, cheating, theft, and profanity will not be tolerated. Constructive suggestions are welcome, but griping will not be tolerated.

A student living in violation of one of the aforementioned standards displays an area of need in his life. A teacher or administrator aware of the need may therefore point out the problem to the student and communicate the sphere of concern to the parents. At that time, those involved in counseling may consider it necessary to discharge some form of discipline to help the student mature in the given area. If the problem persists, more severe discipline may be in order. Anyone who will not cooperate spiritually, morally, or scholastically will be required to withdraw.

**CLASSROOM RULES**

Although each teacher will have specific classroom procedures that he expects to have followed in the room, as a school-wide standard, we expect adherence to these basic rules:

1. The student should not speak out in class without first securing permission from the teacher.
2. The student should not leave his seat without permission.
3. The student should always give the teacher his full attention while he is teaching.
4. The student should always address and reply to the teacher with respect. All students are to address adults as Mr., Mrs., or Miss; never by first name. Out of respect for the administration and faculty, we ask the parents to set the example in this regard when speaking with or about the school personnel.
5. Negative attitudes and responses will not be tolerated.
6. The student should not engage in running, shoving, yelling, and other boisterous behavior or “horse-play” inside the buildings or during inappropriate times outdoors.
7. No “bullying” or mistreatment of fellow classmates.

Any student not complying with the above standards is subject to immediate removal from class, and any student consistently in conflict with any policy of the school will be asked to withdraw.

Bethel Christian Academy uses both positive and negative discipline to instill in students behavior patterns and attitudes that will produce self-disciplined lives. Discipline is administered in love as a preventive or corrective measure, and each student is dealt with according to his grade level. Please refer to the “Discipline” heading of the handbook for complete details.

**I agree that I have read and will abide by the policies and procedures as stated**

**Student**

**Print Name** \_\_\_\_\_ **Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent** (indicating that I have read and agree to the above)

**Print Name** \_\_\_\_\_ **Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**PARENT CODE AGREEMENT**

Please read the following agreement carefully. Your signature will indicate that you agree with the terms.

1. I have investigated and reviewed the program at Bethel Christian Academy. I agree with the vision, goals, discipline, dress code, curriculum, and program as a whole.
2. I agree to become actively involved with my child(ren)’s education at home, realizing it is the parent’s ultimate responsibility for education (Eph. 6:1-4). I will support my child(ren)’s education by monitoring homework, projects, grades, and recognizing when it is time to seek feedback from the school teaching staff.
3. I as a parent or guardian agree to continue the spiritual training of my child(ren) at home.
4. I will earnestly pray for and support the ministry of Bethel Christian Academy - the school, its staff, and the students.
5. I understand the importance of the local church in the education of my child(ren) and pledge to attend regularly.
6. I will regularly attend school functions requiring my participation including but not limited to the following, parent-teacher conferences, open house, performing arts programs, sports programs, and other volunteer opportunities.
7. If I become dissatisfied with the school in any respect, I will seek to resolve the matter with the person or persons involved rather than begin to spread criticism or hold a negative attitude in my heart. (Matt.18:15-17) If an issue arises that I need to address I will utilize the guidelines found in Matthew 18:15. I agree **not** to include anyone in a discussion of such an issue, unless that person is involved. The school administration will address any unresolved issues if necessary.
8. I have read and agree with the Statement of Faith of the school and am willing to have my child(ren) educated in accordance with it.
9. I agree that the school reserves the right, in consultation with the parent(s), to place a child at the appropriate grade level.
10. I understand that BCA does not tolerate obscenity, profanity, defamation of God’s Word, disrespect toward staff members, fellow students or continual disregard of school policies.
11. There are times when it its necessary for teachers or administration to provide discipline, for the child(ren) and the entire school, and as such I support the policies and regulations of Bethel Christian Academy. I recognize these policies and regulations may change from time to time to meet the needs of the school’s purpose and mission.
12. I agree that if for any reason my child(ren) does not respond to the school environment or policies, I will do all I can to reinforce it at home.
13. I understand that damage to school property by a student including, but not limited to, text books, school facilities, desks, chairs and equipment will be repaired or replaced at a cost to the parent. (The costs should be passed on to the student for reparation).
14. I agree that the school reserves the right to suspend or expel any student who (or whose parent/guardian) does not cooperate with the educational process, or the standards set by the school.
15. I agree to faithfully meet my financial obligations for the current school year in a timely manner and acknowledge that academic transcripts and final report cards cannot be released until those obligations are met.
16. I will guide my child(ren) by insuring that they get adequate rest, a nourishing diet, a place to study, and needed encouragement. I will monitor their progress, and do all that I can to insure their success.

**I pledge and agree to statements above. Failure of parents or children to comply with the above commitments will forfeit the student’s privilege of attendance.**

**Student Name** \_\_\_\_\_ **Grade** \_\_\_\_\_

**Father/Legal Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Mother/Legal Guardian Signature** \_\_\_\_\_ **Date** \_\_\_\_\_