



Dear Parents,

Thank you for considering Woodland Christian School for your child's education. We consider it a privilege to provide a well-balanced Christian Education that focuses on the development of your child academically, spiritually, and socially. Our highly qualified Christian teachers are committed to that goal through the application of spiritual truth in a dynamic learning environment. For that reason, our teachers emphasize the importance of individual instruction and encourage your child to build on their strengths and to improve on their weaknesses. All of this takes place in a safe and academically challenging environment.

Enclosed you will find all necessary paperwork to begin the enrollment process. Please contact the school office with any questions. We would love for an opportunity to share our program with you in person and provide a tour of our campus.

Sincerely,


Mr. Justin Smith
Administrator

Preschool
1616 West Street
Woodland CA 95695
T 530 662-0994 F 530 406 0900

Elementary School
1787 Matmor Road
Woodland CA 95776
T 530 406 8800 F 530 406 0900

Middle School
1787 Matmor Road
Woodland CA 95776
T 530 406 8800 F 530 406 0900

High School
1787 Matmor Road
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ES 530 666 6615 MS HS 530 406 8800

www.woodlandchristian.org

**PRESCHOOL CAMPUS**

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WWW.WOODLANDCHRISTIAN.ORG

2017-2018 NEW STUDENT APPLICATION AND INFORMATION

GRADES K-12

Welcome to Woodland Christian School. Completing this packet is the first step in the application and enrollment process for new students. A checklist of required forms and procedures for each grade level is provided below. Applicants will not be considered for enrollment until the school receives all required documents and appropriate fees. Please be sure to print legibly, in black or blue ink. Some documents are two sided; please make sure that both sides are completed in full. If you have any questions, please call the school office. Please keep this checklist for your records.

Once your completed application is received, you and your student will be scheduled for student testing and for an interview with the principal. Upon acceptance to Woodland Christian Schools, a separate registration packet will be required to complete enrollment.

KINDERGARTEN APPLICATION CHECKLIST

- ☐ \$90 Application Fee
- ☐ Enrollment Application
- ☐ Report of Health Examination for School Entry *(due by Aug. 1st)*

ELEMENTARY SCHOOL APPLICATION CHECKLIST
GRADES 1-5

- ☐ \$90 Application Fee
- ☐ Enrollment Application

MIDDLE SCHOOL APPLICATION CHECKLIST
GRADES 6-8

- ☐ \$90 Application Fee
- ☐ Enrollment Application
- ☐ Educator's Recommendation

HIGH SCHOOL APPLICATION CHECKLIST
GRADES 9-12

- ☐ \$90 Application Fee
- ☐ Enrollment Application
- ☐ Educator's Recommendation
- ☐ Character Reference
- ☐ Substance Abuse Policy *(Signed by Parent and Student)*
- ☐ Most Current Grades/Transcript *(Official transcript required in June in order to register for fall classes)*
- ☐ Most Current Standardized Test Results

STEP 1—APPLICATION

To start the application process, WCS must receive all items from the appropriate grade level checklist. Forms and fees may be turned in to the appropriate school office.

STEP 2—ASSESSMENT AND INTERVIEW

After turning in the application paperwork, your child(ren) will be scheduled for an interview with the appropriate grade-level principal. Assessment for grade placement, if needed, will take place during this time as well. Parents will be notified of acceptance and grade level recommendation at the end of this appointment.

STEP 3—COMPLETION OF SCHOOL REGISTRATION

Upon acceptance, the following completed and signed forms must be submitted to the appropriate grade-level office along with the payment of fees in order to complete your student's registration:

- ☐ Registration Form
- ☐ \$75 Registration Fee
- ☐ Tuition Agreement for New Students
- ☐ Parent/Guardian Cooperation Statement and Acknowledgement of Policies.

WOODLAND CHRISTIAN SCHOOL

2017–2018 TUITION AND FEE INFORMATION

2017-2018 WCS Application/Registration Fees

Grade	New Student Application Fee (Non-Refundable)	New Student Registration Fee (Non-Refundable)	Returning Student Early Re-Enrollment Fee Due by February 29, 2017 (Non-Refundable)
Grades K–12	\$90	\$75	\$75
International	\$150	\$400	\$75

2017–2018 Published Tuition Rates & Student Fees (Tuition + Student Fees = Annual School Fees)

*Discounts cover published tuition only, NOT Student Fees

Tuition Rates					
Child	Kindergarten Half Day	Kindergarten Full Day	Elementary Grades 1–5	Middle School (6–8)	High School (9–12)
First	\$3865	\$5370	\$5370	\$5975	\$6360
Second	\$3480	\$4830	\$4830	\$5370	\$5710
Third +	\$1855	\$1855	\$1855	\$1855	\$1855
International	\$5865	\$7900	\$7900	\$8745	\$9355

Student Fees				
Grade	Student Fee	Activities Fee	Camp/Retreat Fee	Total Fees
Kindergarten	\$275	\$70	—	\$345
Grades 1–3	\$275	\$60	—	\$335
Grade 4	\$275	\$60	\$330	\$665
Grade 5	\$275	\$80	—	\$355
Middle School	\$305	—	\$350	\$655
High School	\$325	—	\$250	\$575

Additional Information

Re-Enrollment Fee: The returning student early enrollment fee is \$75 per student. This is non-refundable and is due February 28, 2017. Beginning March 1, 2017, the re-enrollment fee will be \$150.00.

New Student Application Fee: This fee is \$90 per new student and is submitted at the time of initial application. This fee is non-refundable. New-student applicants who have been tested and interviewed will not receive official acceptance until after March 1, 2017, which allows our current students to secure their placement.

New Student Registration Fee: Upon acceptance, a registration fee of \$75 per student is due to secure each student's placement. This fee is non-refundable.

Student Fee: This fee covers textbooks, workbooks, classroom and art supplies, achievement testing, building use, and computer equipment.

Elementary Activities Fee: This fee covers class field trips, promotion supplies, and art projects. It is non-optional and is billed along with your tuition and other fees.

Camp/Retreat Fees: Special camps and retreats are planned each year for fourth-grade, middle-school and high-school students. The camps and retreats are a part of their learning experience, and attendance is considered non-optional.

- **Fourth Grade 49er Camp:** The fourth-grade classes participate in a three-day California history 49er camp, centered around learning what life was like during the Gold Rush days in California. The cost of the camp is \$165 and is billed along with your tuition and other fees (\$330 total, which includes student and one parent).

- **Middle School Alliance Redwoods Retreat:** Middle-school students attend a week-long Alliance Redwoods retreat during the early fall. They participate in a diverse, challenging program that includes inspiring worship, Biblical teaching, and outdoor education. Sixth graders follow a creation-based science curriculum emphasis, while 7th and 8th graders participate in a combined program of outdoor education and individual/team-building challenges. The cost for the middle school five-day retreat is \$350 and will be billed along with your tuition and other fees.

- **High School Alliance Redwoods Retreat:** High-school students attend an annual three-day retreat to Alliance Redwoods. This spiritual retreat has become a key component of our school year. Students participate in a number of activities such as zip-lining, wall climbing, swimming and team-building games that help them grow in their relationships with the Lord, their teachers, and their peers. The cost for the high-school three-day retreat is \$250 and is billed along with your tuition and other fees.

Payments: The student fees are charged per student, per year. The fees are added to the annual tuition and apportioned according to your choice of payment plan. Payments are made to the school and are due on the first of each month. School payments are established by choices made on the enrollment agreement. The first payment is due June 1, 2017. This payment is non-refundable.

Payment Plans: There are five payment plans available: payment in full; payment by semester; or 10, 11, or 12 equal monthly payments made by check or cash, ACH Direct Debit, or Credit Card Auto Debit. The first payment is due June 1, 2017. The remaining payments start in July, August, or September depending on which monthly plan you choose. All accounts must be paid in full by May 31 of each year.

Discounts: Families that return (all children) will receive a 2.5% discount off of published tuition rates. This discount also applies to children who go from WCS preschool to WCS kindergarten. Families who refer a new, full-time (K–12) student will receive a one time \$600 tuition credit per new student (\$200 for part-time students). This discount only applies if the child is accepted and attends WCS. The credit will be pro-rated if the new student starts after September 1. Discounts cover published tuition only, not Student Fees, camp/retreats, or class fees.

Parent Service Hours: Each family with a child enrolled in grades 1–12 is required to serve 30 hours per year. Single-parent families as well as families with a child enrolled in preschool or kindergarten are required to serve 15 hours per year. Families with a parent serving in the armed forces overseas are required to serve 15 hours per year. Parents can log their volunteer hours by sending an email to www.parenthours@wcs-k12.org or by turning them in to the office. Hours can be fulfilled in many ways, including but not limited to: serving on a committee, helping in the classroom, yard duty, copying papers, driving on field trips, or serving on a campus beautification day. Grandparents, as well as adult aunts and uncles, can also serve the hours. Hours served during the summer will count toward the upcoming year.

In lieu of fulfilling the service hours, families may opt to pay \$15 per each hour of the requirement (\$450) or opt to serve a portion of the hours and pay \$15 per hour for any unserved hours. At the end of the year, hours will be tallied and a bill will be sent out for any unserved hours.

Financial Aid: A limited amount of financial aid is available. These grants are based on financial need. Even if you have received financial assistance in the past, you must submit a new application for the new academic year. All applications should be submitted by March 15, 2017 for the 2017–2018 school year. If approved, notification will be sent out during the month of May or upon acceptance to WCS. Information on how to apply online is available in the school office.

Billing: The accounts receivable policy for all families is as follows:

- High-school students are not allowed to take semester exams if financial, athletic and library accounts are not current.
- Accounts must be current at the end of each quarter for families to receive a report card, have access to the online grade book, and continue with WCS in the following quarter.
- All accounts are charged a \$25 late fee per family if payment is received later than the tenth of the month.
- Accounts with returned checks are charged a \$25 fee, which is in addition to the late fee.
- Records are not released to parents unless all accounts are current.

PLEASE RETAIN THIS INFORMATION FOR YOUR RECORDS

GUIDE TO IMMUNIZATIONS REQUIRED FOR SCHOOL ENTRY

GRADES TK/K–12



Requirements by Age and Grade Before Entering:

Vaccine	4-6 Years Old Elementary School at Transitional-Kindergarten/ Kindergarten and Above	7-17 Years Old Elementary or Secondary School	7th Grade*
Polio (OPV or IPV)	4 doses (3 doses OK if one was given on or after 4th birthday)	4 doses (3 doses OK if one was given on or after 2nd birthday)	
Diphtheria, Tetanus, and Pertussis	5 doses of DTaP, DTP, or DT (4 doses OK if one was given on or after 4th birthday)	4 doses of DTaP, DTP, DT, Tdap, or Td (3 doses OK if last dose was given on or after 2nd birthday. At least one dose must be Tdap or DTaP/DTP given on or after 7th birthday for all 7th-12th graders.)	1 dose of Tdap (Or DTP/DTaP given on or after the 7th birthday.)
Measles, Mumps, and Rubella (MMR or MMR-V)	2 doses (Both given on or after 1st birthday. Only one dose of mumps and rubella vaccines are required if given separately.)	1 dose (Dose given on or after 1st birthday. Mumps vaccine is not required if given separately.)	2 doses of MMR or any measles-contain- ing vaccine (Both doses given on or after 1st birthday.)
Hepatitis B (Hep B or HBV)	3 doses		
Varicella (chickenpox, VAR, MMR-V, or VZV)	1 dose	1 dose for ages 7-12 years. 2 doses for ages 13-17 years.	

*New admissions to 7th grade should also meet the requirements for ages 7-17 years.

INSTRUCTIONS:

California schools are required to check immunization records for all new student admissions at TK/Kindergarten **through** 12th grade and all students advancing to 7th grade before entry.

1. Notify parents of required immunizations and collect immunization records.
2. Copy the date of each vaccine from the child's immunization record to the California School Immunization Record (Blue Card, CDPH-286) and/or supplemental Tdap sticker [PM 286 S (01/11)] or enter into an approved electronic system that prints a Blue Card.
3. Compare number of doses on the Blue Card to the requirements above.
4. Determine whether child can be admitted.

Continued on next page.



ADMIT A CHILD UNCONDITIONALLY WHO:

- Has all immunizations required for their age or grade, or
- Entered Transitional Kindergarten with
 - a valid personal beliefs exemption (PBE) for missing shot(s) that was signed within 6 months prior to entry and filed before January 1, 2016 and
 - immunization records with dates for all required shots not exempted, or
- Is entering 1st–6th grade or 8th–12th grade and submits a valid PBE **filed at a prior California school** for missing shot(s) and immunization records with dates for all required shots not exempted. **The PBE must have been filed before January 1, 2016 and is only valid for the current grade span (TK/K through 6th or 7th through 12th grade).** For complete details, visit ShotsforSchool.org, or
- Submits a licensed physician's written statement of a permanent **medical exemption** for missing shot(s) and immunization records with dates for all required shots not exempted.

The immunization requirements do not prohibit pupils from accessing special education and related services required by their individualized education programs.

A CHILD WHO IS MISSING REQUIRED SHOTS MAY BE ADMITTED CONDITIONALLY IF HE/SHE:

- Is missing a dose(s) in a series, but the next dose is not due yet. This means the child has received at least one dose in a series and the deadline for the next dose has **not** passed, according to the table below.
- Has a temporary medical exemption to certain vaccine(s) and has submitted immunization records for vaccines not exempted. The statement must indicate which immunization(s) must be postponed and when the child can be immunized.

SCHOOLS NEED TO FOLLOW UP AFTER ADMISSION IF:

- Child was admitted conditionally. Notify parents of the deadline for missing doses. Review records every 30 days until all required doses are received.
- Awaiting records for transfers from within California or another state. School may allow up to 30 school days before exclusion.

When Missing Doses Can Be Given:

Vaccine	Age (Years)	Missing Dose	Earliest Date After Previous Dose	Deadline After Previous Dose
Polio		2nd	6 weeks	10 weeks
		3rd	6 weeks	12 months
	4–6	4th	If the 3rd dose was given before the 4th birthday, one more dose is required before admission.	
	7–17	4th	If the 3rd dose was given before the 2nd birthday, one more dose is required before admission.	
DTaP, DTP, or DT	Under 7	2nd or 3rd	4 weeks	8 weeks
		4th	6 months	12 months
		5th	If the 4th dose was given before the 4th birthday, one more dose is required before admission.	
DTaP, DTP, DT, Tdap, or Td	7 & Older	2nd	4 weeks	8 weeks
		3rd	6 months	12 months
		4th	If the 3rd dose was given before the 2nd birthday, one more dose is required before admission.	
MMR		2nd	1 month	3 months
Hep B	4–6	2nd	1 month	2 months
		3rd	2 months after 2nd dose and at least 4 months after 1st dose	6 months after 2nd dose
Varicella	13–17	2nd	4 weeks	3 months

DO NOT ADMIT A CHILD WHO:

Does not fit one of the previous categories. Refer parents to their physician with a written notice indicating which doses are needed.

Maintain a list of unimmunized children (exempted or admitted conditionally), so they can be excluded quickly if an outbreak occurs.

OFFICE USE ONLY

Date Received: ____/____/____

Fee: \$ ____ ☐ Cash ☐ CC ☐ Ck # ____

Testing/Interview Date: ____/____/____

Received by: ____ ☐ Cum Requested**OFFICE USE ONLY**

____ RenWeb ____ Google Doc

____ Excel ____ QB

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WWW.WOODLANDCHRISTIAN.ORG**2017-2018 ENROLLMENT APPLICATION****STUDENT INFORMATION****Applying for Grade:**
☐ Half-Day Kindergarten ☐ Full-day Kindergarten ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12

Full Legal Name _____/_____

Last

First

Middle

Preferred First Name

Date of Birth: ____/____/____ Age: ____ Gender: ☐ M ☐ F

Student Social Security Number (Entering grades 11 & 12 only)

Primary Address (All school mailings will be sent to this address) _____ City _____ State _____ Zip _____

Student E-mail Address _____ Student Home Phone _____ Student Cell Phone _____

Ethnicity (Optional): ☐ American Indian ☐ African American ☐ Asian ☐ Caucasian ☐ Hispanic or Latino ☐ Pacific Islander ☐ Other _____

Language most often spoken at home: _____ Other Languages _____

PARENT INFORMATION**PARENTS' MARITAL STATUS:** ☐ Married ☐ Divorced ☐ Remarried ☐ Single ☐ Deceased (☐ Father ☐ Mother) ☐ Other _____**STUDENT LIVES WITH:** ☐ Father ☐ Step-father ☐ Guardian ☐ Shared Custody

Spouse Name, if different than Mother: _____

<input type="checkbox"/> 100% <input type="checkbox"/> 50% <input type="checkbox"/> Weekends only <input type="checkbox"/> Mailing list only <input type="checkbox"/> NO contact	Father or Guardian: _____	Work Phone: (____) _____ Cell Phone: (____) _____ Home Phone: (____) _____ <input type="checkbox"/> Unlisted
	Mailing Address: _____ (if different than student)	
	Occupation: _____	
	Place of Employment: _____	
	Does employer have a matching gift program? <input type="checkbox"/> Yes <input type="checkbox"/> No	

E-mail Address: _____ ☐ Home ☐ Work**STUDENT LIVES WITH:** ☐ Mother ☐ Step-mother ☐ Guardian ☐ Shared Custody

Spouse Name, if different than Father: _____

<input type="checkbox"/> 100% <input type="checkbox"/> 50% <input type="checkbox"/> Weekends only <input type="checkbox"/> Mailing list only <input type="checkbox"/> NO contact	Mother or Guardian: _____	Work Phone: (____) _____ Cell Phone: (____) _____ Home Phone: (____) _____ <input type="checkbox"/> Unlisted
	Mailing Address: _____ (if different than student)	
	Occupation: _____	
	Place of Employment: _____	
	Does employer have a matching gift program? <input type="checkbox"/> Yes <input type="checkbox"/> No	

E-mail Address: _____ ☐ Home ☐ Work

NEWSLETTERS & ANNOUNCEMENTS BY E-MAIL: Newsletters and announcements will be sent via the e-mail addresses provided. Please send communications to the e-mail address provided for:

☐ Father ☐ Mother ☐ Both ☐ I do not have an e-mail address and will need all communication mailed or sent home with my child.

2017-2018 ENROLLMENT APPLICATION CONTINUED

EDUCATIONAL BACKGROUND

List the schools student has attended in the past, beginning with the most recent.

School _____ Grade(s) Attended _____ Phone _____

Address _____ City _____ State _____ Zip _____

Reason for leaving: _____

School _____ Grade(s) Attended _____ Phone _____

Address _____ City _____ State _____ Zip _____

Reason for leaving: _____

PURPOSE OF ENROLLMENT

How did you hear about WCS?

☐ Woodland Christian Preschool ☐ Website ☐ Family/Friend ☐ Parent is Alum of WCS ☐ Continuing WCS Family

☐ Phone Book ☐ Advertising (please specify): _____

☐ Referred by current WCS family. Name of person who referred you to WCS: _____

Please rank the following reasons for enrollment, with 1 being the most important:

_____ Christian Emphasis _____ Quality Academics _____ Safety _____ Location _____ Other _____

What do you expect to find at WCS that you would not find in another school? _____

FAMILY INFORMATION: Please list all children under the age of 18 living with the family.

Name	Date of Birth	2017-2018 Grade Level	School Attending in 2016-2017

CHURCH INFORMATION:

Does family attend church? <input type="checkbox"/> Yes <input type="checkbox"/> No	Church attendance: <input type="checkbox"/> Weekly <input type="checkbox"/> Once a month <input type="checkbox"/> Less than once a month
Pastor Name:	Name of Church:

I CERTIFY THAT THE INFORMATION SUPPLIED ON ALL DOCUMENTS IS TRUE AND COMPLETE:

Parent Signature _____

Printed Parent Name _____

Date _____/_____/_____

**PRESCHOOL**

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License #573615861

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EDUCATOR'S RECOMMENDATION FOR APPLICANTS ENTERING GRADES 6-12

This form must be filled out by a PRESENT ENGLISH OR MATH TEACHER.

_____ is a candidate for enrollment at Woodland Christian School.
Student's Name

Because of your experience with this child, we are asking you for your input as to his/her social and academic skills. Please assist us by answering the following questions and returning this form within two weeks.

I. **Academic Recommendation:** This recommendation should reflect your opinion of the applicant's ability and potential to succeed in a college-preparatory curriculum.

- ☐ I unconditionally recommend this student. Student works at "A" level.
- ☐ I strongly recommend this student. Student works at "B" level and has the ability and work habits to continue at this level or above.
- ☐ I recommend this student. Student works at the "C/B" level and has the ability and work habits to continue at this level or above.
- ☐ I recommend this student with reservations (please explain below).
- ☐ I do not recommend this student (please explain below).

Comments: _____

II. **Character Recommendation:** This recommendation should reflect the desire and motivation this student has for growing spiritually, socially, and in service to his/her fellow human beings.

- ☐ I unconditionally recommend this student. Student has outstanding integrity.
- ☐ I strongly recommend this student. Student demonstrates attitudes and values, which will make him/her an asset at WCS.
- ☐ I recommend this student. Student demonstrates a willingness to grow in his/her values and attitudes. Though occasionally immature, he/she responds well to direction and/or correction.
- ☐ I recommend this student with reservations (please explain below).
- ☐ I do not recommend this student (please explain below).
- ☐ To my knowledge, this student has not been suspended or expelled from school within the last year. If false, please explain.

Comments: _____

III. **Evaluation:** Please circle the appropriate letter for each of the categories listed below.

A = Excellent	B = Commendable	C = Acceptable	D = Questionable	E = Unacceptable	O = Not Observed	
1. Academic Motivation	A	B	C	D	E	O
2. Academic Ability	A	B	C	D	E	O
3. Initiative	A	B	C	D	E	O
4. Integrity/Responsibility	A	B	C	D	E	O
5. Leadership	A	B	C	D	E	O

IV. **Co-curricular Involvement/Awards:** Please list any co-curricular activities this student has been involved with and any awards (academic, service, leadership, attendance, athletic, etc.) he/she may have received:

V. **Special Circumstances:** Please explain any special circumstances that we should be aware of should this student be admitted to Woodland Christian School:

Thank you for your time, care and concern in filling out this recommendation form.

I CERTIFY THAT THE INFORMATION SUPPLIED IS TRUE AND COMPLETE:

Signature

School

Date

____/____/____

Please Print Name

Position

Please mail to:
Woodland Christian School
1787 Matmor Road
Woodland CA 95776