



## ADMISSION PROCEDURES

To be considered as a prospective student at MPCS, the applicant should:

- Submit the completed application documents from the online link at [www.mtparanschool.com/applications](http://www.mtparanschool.com/applications). A non-refundable, non-transferable application fee will be charged at the time that the online application is submitted. The application will not be processed until this fee is received.
- Submit a current picture of the applicant. Either a hard copy may be submitted or you may email a digital picture to [SBrooks@mtparanschool.com](mailto:SBrooks@mtparanschool.com).
- Provide the school with an **original** birth certificate for review; a copy will be placed on file, and the original will be returned.
- Complete, sign, and distribute the teacher recommendation forms. Students entering middle school and high school will distribute one form to the Language Arts teacher and one to the Math teacher. Recommendations should come **directly** from the current school or teacher.
- Complete, sign, and distribute the pastoral staff recommendation form. A pastor on staff should complete the form and return it to the Office of Admission. The family's pastor, children's pastor, or youth pastor is preferred.
- Complete and sign the bottom portion of the Records Release Form. The applicant will submit it to the applicant's current/former school, if applicable. *The applicant is to request all former school records, including report cards and standardized testing from the past three years, as well as a disciplinary report to be sent to MPCS.*
- Submit the top portion of the Records Release Form to the Office of Admission.
- Provide custody papers, in cases of divorce, to accompany the application. Notification of official acceptance will not be given without official papers on file to document the current custodial agreement.
- Provide the school with a current Georgia immunization form #3231. This is required before registration will be final.
- Provide a copy of the applicant's social security card, only if entering ninth-twelfth grades, upon acceptance.
- Provide a current hearing and vision test report form #3300, obtained from a pediatrician, if entering kindergarten or first grade.
- After a preliminary review of the application, qualified applicants may be contacted by the Office of Admission for a family interview and/or assessment.

**It is the responsibility of the parent(s) of the applicant to make certain that all materials are completed and returned to the Office of Admission.**

*The submission of a completed application to the Admission Office does not imply that a binding contractual agreement has been made. The submission of an application does not guarantee acceptance, nor does it guarantee that space is available. Students must re-apply each year. The admission committee will re-evaluate candidates each year. The decision of the admission committee will be communicated through written notification.*

## ADMISSION CRITERIA

1. A composite standardized test score of 65<sup>th</sup> percentile or above is expected.
2. A minimum 2.5 academic GPA for all students is expected.
3. The Admission Committee will review recommendations from academic teacher(s) from the applicant's current school.
4. The Admission Committee will review student behavioral/conduct records.
5. The Admission Committee will review qualified applicants/parent(s) in an interview and/or assessment.
6. The Admission Committee will review the recommendation from the applicant's pastor, youth pastor, or children's pastor.
7. The applicant and his/her family must express a belief of biblical teachings, and a willingness to follow them, as well as student and parent(s) affirmation of faith. Parents and students must read and agree to support the Statement of Faith, commit to uphold *Christian* principles in their daily lives, and actively participate in a local church body.

## ADMISSION DECISIONS

- Mount Paran Christian School may deny acceptance to an applicant with non-disclosure of reasons.
- MPCS reserves the right to deny acceptance or terminate or suspend enrollment of students at the school's discretion.
- If additional information is needed, MPCS may require an educational evaluation to determine placement and/or admission.
- Mount Paran Christian School reserves the right to determine the placement of an applicant into a grade level and/or classes and subjects deemed most appropriate for his/her school experience.
- As a covenant Christian school, MPCS reserves the right to determine whether Mount Paran Christian School is an appropriate placement for the applicant and/or the family.

# Records Release



**Parent:** Submit the completed top portion with the application to Mount Paran Christian School.  
Submit the completed bottom portion to the applicant's current/former school.

The parent must submit this form to the current/former school.

This release gives Mount Paran Christian School permission to request and receive pertinent information regarding the applicant from his/her former school, teacher, doctor, or other specialist(s). All information received is considered confidential. This form will be maintained in the applicant's file.

Applicant's Full Name: \_\_\_\_\_  
Last First Middle

Current Grade Level: \_\_\_\_\_ Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_

I authorize Mount Paran Christian School to obtain information from the administration, admission, guidance, teachers and/or doctors or other professionals of the following schools/organizations for the purpose of educational planning. I release all liability and all claims pertaining to the disclosure of this information:

◆Current/Last school most recently attended:	◆Other school which may have school records (within past 3 years) or ◆Doctor/Educational Consultant/Specialist (ie. gifted, special needs, occupational or speech therapy, etc):
(Name) _____	(Name) _____
(Address) _____	(Address) _____
(Phone) _____	(Phone) _____
(FAX) _____	(FAX) _____

I hereby authorize and request the release of **ALL** educational, disciplinary, medical, social, and/or psychological information regarding this applicant. All information will become the confidential property of Mount Paran Christian School and is not subject to applicant or parental review.

\_\_\_\_\_  
Signature of Parent/ Guardian Date

Should the student be accepted, nondisclosure of information related to previous behavior disorders, educational, emotional, or substance abuse history would be grounds for immediate dismissal from Mount Paran Christian School.

*Non-discriminatory admission policy: Mount Paran Christian School does not discriminate on the basis of race, color, gender, disability, genetic information, national or ethnic origin in the administration of its admission policies.*

**Parent: Deliver this portion of the form to the applicant's current/former school most recently attended**

**AUTHORIZATION AND PERMISSION TO RELEASE INFORMATION**

Applicant's Full Name: \_\_\_\_\_  
Last First Middle

Current Grade Level: \_\_\_\_\_ Birth Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Current/Former School/Organization Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_  
FAX: \_\_\_\_\_

I hereby authorize and request the release of **ALL** educational, disciplinary, medical, social, and/or psychological information regarding the applicant and release the above from all liability and all claims pertaining to the disclosure of this information:

\_\_\_\_\_  
Signature of Parent/ Guardian Date

**Registrar: Send transcripts and standardized testing for the current and past three years and ALL disciplinary records to:**



Has this applicant ever participated in a program for special needs (i.e. programs for learning disabilities, behavior disorders, developmental delays, speech/language, or gifted, etc.)? Please also identify if he/she has been referred to such a program/service.

Would this student be allowed to return to your school? \_\_\_Yes \_\_\_ No If not, please explain.

Would you consider this applicant to have any discipline concerns or recurring behavior issues? \_\_\_ Yes \_\_\_ No  
If yes, please explain.

Describe the classroom environment in which you think this child performs at his/her best. List any strengths or weaknesses.

Is this applicant's record with you a true indication of ability, or have outside circumstances influenced or perhaps interfered with academic achievements (i.e. illness, problems at home, or extra-curricular activity conflicts)? \_\_\_yes \_\_\_no  
If no, please provide further explanation on an additional page

*Please indicate your rating by marking an X in the appropriate column.*

*\*If improvement is needed please add comments on a separate page, as necessary.*

	Excellent	Above Average	Average	Below Average	Improvement Needed*
Written expression age appropriate					
Application of academic ability					
Math computational skills					
Study habits					
Vocabulary appropriate for age level					
Reading achievement					
Participation in class					
Communicates with teacher					
Fine motor coordination					
Gross motor development					
Ability to follow instructions					
Works well independently					
Exhibits self-control					
Motivation					
Maturity level appropriate for age					
Emotional stability					
Leadership ability					
Peer compatibility					
Conduct					
Reaction to criticism					
Intellectual curiosity					

Please mail to: Director of Admission ♦ Mount Paran Christian School ♦ 1275 Stanley Road ♦ Kennesaw ♦ GA ♦ 30152 ♦ Or fax: 770.977.9284

**Pastor Recommendation**  
**Preschool-Fifth Grade**  
**2013-2014**



As a covenant Christian school, Mount Paran expects each of its participating families to share a commitment to the Christian faith and involvement in the ministry of a local church, regardless of denominational affiliation. The Mount Paran Christian School community is unapologetic about its commitment to a Christ-centered education and seeks to integrate that faith in all aspects of school life.

**Parents:** Please complete items (1)-(6); then give this form to either the senior pastor, youth pastor, or children's pastor on staff at the church that you regularly attend.

(1) Student's Name \_\_\_\_\_

(2) Applying to grade \_\_\_\_\_ for the 2013-2014 school year.

*I understand that this recommendation form is confidential. I hereby waive any rights I may have to review or discuss this recommendation.*

(3) Signature of Parent (required) \_\_\_\_\_ (4) Date \_\_\_\_\_

(5) Name of Church \_\_\_\_\_

(6) Church Address \_\_\_\_\_

**Pastor:** The student listed above is applying for admission to Mount Paran Christian School. Due to the student's age, this form is a validation of the family's commitment and participation in your church. Please complete this form and **return it directly to the Mount Paran Christian School Office of Admission. Your candid evaluation is an invaluable resource to our admission committee. Your comments will be held in strict confidence.** Thank you for your time and input. If you have any questions, please call **Shaunda Brooks** in the Office of Admission at 770.578.0182, extension 2046 or email [sbrooks@mtparanschool.com](mailto:sbrooks@mtparanschool.com).

Pastor's Name \_\_\_\_\_ Title \_\_\_\_\_

Phone number \_\_\_\_\_ Email (in case of question) \_\_\_\_\_

Are you a Pastor on staff at the church this applicant regularly attends? How long have you known this applicant?

\_\_\_\_\_

Family attends: At least two times a week Three to four Sundays a month Once a month Less than once a month

If you are aware of specific ministries or activities this family participates in, please list or comment:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Based on your observation of the parent(s), please indicate your rating by marking X in the appropriate column:

	Excellent	Above Average	Average	Below Average	Concerns	Unknown
Church involvement						
Spiritual understanding						
Leadership /Participation						
Dependability						

Based on your observation of the applicant, please indicate your rating by marking X in the appropriate column:

	Excellent	Above Average	Average	Below Average	Concerns	Unknown
Peer compatibility						
Integrity						
Conduct						

**Please use the back of this page or attach a separate page to add any additional comments.**

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