



Thank you for your interest in Highland Christian School! If you have any questions regarding our application and enrollment process, please contact our Admissions Office at (219) 838-0356.

To Register for Preschool:

- Complete the Sunshine Enrichment Center Registration form and return it to the Highland Christian School office along with the \$40 registration fee per child.
- Complete the Immunization Record and return it to the HCS Office by the first day of school.

To Apply for Kindergarten:

- Complete your **Application for Admission**. You may complete your application online or by using the application enclosed in the "How To Be" folder. You will complete one application form for your whole family during the year you enter Highland Christian School. There is a non-refundable family application fee of \$365. This fee will be applied towards the Enrollment Fee and Building User Fee (due annually by August 15) when you enroll.
- Complete your **Pastor's Recommendation (Family) – Statement of Agreement and Support**.
- Return these (2) documents along with the \$365 application fee to: Attn: Admissions, Highland Christian School, 3040 Ridge Rd, Highland, IN 46322.
- Complete your family interview.** When your application is complete, we will contact you to **schedule your family interview**. It is our desire that both parents attend the interview.
- Parents of incoming kindergarten students will also need to register to attend
 - Kindergarten Readiness Day (Wednesday, March 2, 2016)
 - Kindergarten Round-Up! (Friday, May 6, 2016)

To Apply for Grades 1-8:

- Complete your **Application for Admission**. You may complete your application online or by using the application enclosed in the "How To Be" folder. You will complete one application form for your whole family during the year you enter Highland Christian School. There is a non-refundable family application fee of \$365. This fee will be applied towards the Enrollment Fee and Building User Fee (due annually by August 15) when you enroll.
- Complete the **Consent for Pastor's Recommendation & Family Statement of Agreement**
- Complete the **Parent Release for Academic Information**
- Return these (3) documents, copies of your child's most recent national test scores and report cards, along with the \$365 application fee to: Attn: Admissions, Highland Christian School, 3040 Ridge Rd, Highland, IN 46322.
- Academic Testing.** Upon receipt and review of application documents, we will contact you to schedule academic testing for each Applicant.
- Complete your family interview.** When academic testing is complete, we will contact you to **schedule your family interview**. It is our desire that both parents attend the interview. We also request that students who are applying for transfer into grades 6, 7 or 8 participate in the interview as well.

To Complete Your Enrollment:

- Upon acceptance, you will be invited to enroll your child(ren). To complete enrollment, you will need to submit the following documents:
 - Enrollment form
 - Copy of Immunization Record
 - Copy of Birth Certificate
 - Medical Authorization
- If your child is enrolling in Kindergarten, you will also need to provide record of
 - Physical Examination
 - Vision Examination

To Apply for the Indiana CHOICE Scholarship:

- When your child is enrolled, call to schedule an appointment with our Scholarship Coordinator. Bring your eligibility documentation to this appointment. For more information on eligibility, scholarship amounts and required documentation, visit <http://www.doe.in.gov/choice>.

