



Admission Process
Kindergarten through Sixth Grade Students

Families seeking to enroll students for the upcoming school year should follow the procedure outlined below. As part of our application process, we require several forms to be completed. Some are due with the application, some are due before the admissions interview, and others are due by the beginning of the school year. **Please be sure to follow these guidelines to avoid delays in the processing of your application.**

1. Submit the following documentation to GRACE Christian School, 801 Buck Jones Road, Raleigh, NC 27606.
Ensure forms are complete and signed
 - Application for Enrollment
 - Before care & After care application
 - **Non-refundable enrollment and application fees (Checks payable to GRACE Christian School)**
2. Distribute the teacher recommendation form to the student's current teacher. The recommendation form should be returned directly to GRACE by the evaluator. Faxing the form is most expedient and our fax number is indicated on the form.
3. An entrance test will be scheduled after the required documentation has been received. In addition to those forms listed in Step 1, required documentation includes:
 - Student's birth certificate (Our Kindergarten cut-off date is August 31.)
 - Student's end of year report card for the previous two years if applicable
 - Student's most recent end-of-grade test results or achievement test results
 - Copies of testing, evaluations, psychological reports, curriculum modifications, and individualized educational plans if applicable
 - Teacher recommendation form
 - A copy of all custody papers if applicable
4. Upon completion of steps 1 through 3, you will be contacted to set up a date and time for your admission interview. Both parents and students should attend. The interview is our opportunity to get to know one another and to determine the extent of a good match between the school and the student.
5. GRACE will notify the family of the student's admittance status immediately upon determination by the Admissions Review Committee.
Upon Admittance, the family will receive the following items for completion:
 - Immunization History/Health Assessment Form- All students should have a physical exam and have the doctor's office complete this form by the first day of school. Form can also be used for student athletes.
 - Field Trip Driver and/or Volunteer Application Form- All parents are given the opportunity to volunteer on the campus and/or drive students to field trip destinations. In order to qualify, the parent must complete an application to do so which will be used to secure a background clearance.

Incomplete or inaccurate information will be grounds for rejection of applicant or dismissal of student.

If you have any questions, please call 919-783-6618.