



Texoma Christian School Application Instructions

Welcome:

Texoma Christian School extends a warm welcome to you as you consider the application process. We appreciate your interest in our school, and invite you to get to know TCS by visiting our campus, or by contacting the Admissions Department.

Our goal is, as our mission states, to *develop fully each student's God-given spiritual, intellectual, and physical potential to influence the world for Jesus Christ.* Each student is considered on an individual basis. We ask that, once you decide to apply, you submit the application and all forms included (recommendation forms can be sent separately by former teacher) in order that we have all necessary information to make the best decision possible regarding a student's successful enrollment at TCS.

It is our goal to accept students who can best be served at Texoma Christian School. In keeping with our objectives, the application is evaluated based on the application, prior school records, admissions testing, and other standardized forms of testing (entering Kindergarten – 12th grade).

Admission: Kindergarten through Twelfth Grade

1. **Informational Visit:** Please schedule a visit to our school at your convenience. Tours can be scheduled through the campus office (903) 893-7076 x.205 for 6 – 12 grade & x 207 for K-5 grade.

2. **Application:** Submit the Application, Application fee, copy of Social Security card, copy of Birth Certificate and Immunization Records directly to the Admissions Office. For applicants in grades 7-12, student must complete the **Personal Application** and submit with Application. For applicants in grades K-12 submit the **Records Release Authorization** form, and the **Teacher Evaluation** forms to your student's current school.

**The Application will be considered complete when
all necessary forms are received by the Admissions Office.**

4. **Testing:** Upon receipt of the Application and all required documents, you will be contacted by the school to schedule admissions testing.

5. **Family Interview:** This important meeting follows admissions testing. It is the final step in the application process. Each family will be interviewed on an individual basis. Parents and student(s) are required to attend the interview. The interview will be held with the principal.

6. **Priorities:** Applicants are added to the applicant pool according to the date the application is submitted.

7. **Commitment Letter:** Respond to the letter of acceptance by submitting the signed Commitment Letter and appropriate fees as set up with Debbie Walston, TCS Bookkeeper, to the Admissions Office.

ADMITTANCE DECISIONS

Commitment letters notifying families of the admittance decision will be sent as soon as possible for admission the following academic year, or shortly after the family interview.

Note: Families who do not return the enrollment contract by May 1st or who do not make the June 1st payment will forfeit the right to accept a position. Vacancies will be filled the month of June.

FINANCIAL AID

Financial aid applications are available through the school office. Financial aid is awarded on the basis of need. No student is awarded more than 50% tuition reduction. Financial aid forms are due back to TCS by March 31 when applying for entrance the following academic year. Applicants applying during the school year for immediate consideration must return the financial aid application at the same time the application for admission is submitted. Request for financial aid will in no way influence acceptance for admission. **No late financial aid applications will be accepted.**

School Hours:

<u>Front Office:</u>	8:00-4:00 p.m.
<u>Preschool:</u>	
PK3 M-F/MWTh	8:30-11:30 a.m.
PK4 M-F AM	8:30-11:30 a.m.
PK4 MWTh AM	8:30-11:30 a.m.
PK4 MWTh	12:15-3:15 p.m.
Gift Year	8:30 -11:30 a.m.
<u>K-12th Grade:</u>	
K Half Day	8:30-12:15 p.m.
K Full Day	8:30-3:15 p.m.
1 st -12 th	8:30-3:15 p.m.
Fridays:	8:30-2:25 p.m.

Accreditation Information:

TCS is accredited by ACSI, the Association of Christian Schools International and with SACS, the Southern Association of Christian Schools, and we are TEA recognized.

Administration:

Jeff Burley, Head of School
Kathy Thomas, Executive Assistant
Penny Raines, Elementary Principal
Linda Yeilding, Upper School Principal/Admissions
Diane Fielding, Early Childhood Director
Kathy Howard, Guidance Counselor, 6-12 Gr. Admissions
Debbie Walston, Bookkeeper
Mike Long, Athletic Director
Shelley Burley, Admissions K-5 Grade

Application Checklist

- Application for Admission
- Application Fee
- Copy of Birth Certificate
- Copy of Immunization Records
- Copy of Social Security Card
- Personal Application (Grades 7-12)
- Teacher Evaluation Forms (Gr. K-12)
- Records Release Authorization
- Emergency Form in Application
- TCS Administered Testing & Fee
- Parent Interview

School Uniforms: See uniform policy.

Other information:

- **TCS Motto:** *Filii Lucis Testimonium Mundo (Children of the Light, A Testimony to the World)*
- **TCS Creed:** Through the blood of the cross of Jesus and the power of the Holy Spirit we are given faith that delivers from death to life and the power to become the children of the light, a testimony to the world.
- **The TCS Commitment of Honor:** At all times and in every way, I am committed to conduct myself in a manner that honors the name of Jesus Christ.