



Date Received \_\_\_\_\_

Received By \_\_\_\_\_

## PRESCHOOL APPLICATION FOR ADMISSION

*We believe that true education develops the spiritual, mental, and physical powers of each student. The purpose of Abilene Junior Academy Preschool is to help students reach their highest potential and to fulfill God's purpose for their lives. Our mission is to cultivate a love of learning through a Christ-centered education.*

Thank you for your interest in Abilene Junior Academy Preschool. Please complete this student application in its entirety. This application will be reviewed, and you will be notified of the school's decision. All prospective students and their families may be asked to participate in an interview at the school. Once the student application has been approved you will receive a student/parent handbook and be asked to sign the enrollment forms, an acknowledgement of receipt along with the financial agreement.

The following is a checklist of the items you will need to provide to complete the enrollment process:

- Completed Student Application
- Proof of date of birth and legal name (see page 2)
- Proof of residency (see page 2)
- Current Immunization Record

### THE APPLICATION PROCESS IS EASY!

<b>Step 1 - Application for Admission</b>
<b>Step 2 - Acceptance Notification, Enrollment Forms and Financial Agreement</b>
<b>Step 3 - Student/Parent Handbook and FAQ</b>

**For more information contact the following:**

- Email: [abilenejracademy@gmail.com](mailto:abilenejracademy@gmail.com)
- Phone: 325-603-5000
- Mail Address: PO Box 239, Abilene – TX, 79604
- Business Address: 2542 E Overland Trail B, Abilene – TX, 79601

## REQUIREMENTS FOR ENROLLMENT

Before any student is accepted to attend Abilene Junior Academy Preschool, the student's parent, legal guardian or sponsor (*legal guardianship or sponsorship requires additional documentation from a court or agency*) must provide proof of date of birth and legal name and legal residence.

### **For Proof of Date of Birth and Legal Name (Student)**

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A copy of ONE (1) of the following documents must be submitted:

- Birth Certificate
- Passport or Visa
- State-issued identification document
- A certified copy of any medical record of the child's birth issued by the treating physician or the hospital in which the child was born.

### **For Proof of Residency (Parent or Legal Guardian)**

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These documents are for address verification and must reflect the current address for enrollment or change of address.

A copy of ONE (1) of the following documents must be submitted:

- Any utility bill or work order dated within the past 30 days, including: gas, water, electric, telephone, or cable
- Valid Driver's License
- One of the following dated within the past 30 days:
  - Payroll Stub
  - Bank Statement
  - Credit Card Statement

# PRESCHOOL - STUDENT APPLICATION FORM

**New Student Application:** This form is to be completed by the parent or guardian.

**School Year:**

**Date of Application:**

Student Information			
Legal Name: Last	First	Middle	Preferred Name
Permanent Address Street			Apart #
City		State	Zip code
Place of Birth (city, state, county, or country)		Date of Birth	Gender

Student Religious Affiliation			
Are you a member of a church?	Yes	No	Church where membership is held
Have you been baptized?	Yes	No	Denomination
Pastor	City		State

Family Information: Father			
Father's Name: Last	First	Middle	Deceased Yes      No
Permanent Address Street      same as above			Apart #
City		State	Zip code
Employer			
Email		Day time phone	Cellphone
Religious Affiliation			

<b>Family Information: Mother</b>			
<b>Mother's Name: Last</b>	<b>First</b>	<b>Middle</b>	<b>Deceased</b> <b>Yes      No</b>
Permanent Address Street      same as above			Apart #
City		State	Zip code
Employer			
Email		Day time phone	Cellphone
Religious Affiliation			

<b>Family Information:</b>			
<b>Stepparent</b>	<b>Legal Guardian</b>	<b>Sponsor</b>	
<b>Last Name</b>	<b>First</b>	<b>Middle</b>	<b>Deceased</b> <b>Yes      No</b>
Permanent Address Street      same as above			Apart #
City		State	Zip code
Employer			
Email		Day time phone	Cellphone
Religious Affiliation			

<b>Health Information</b>
<p><b>Immunization Records Provided:      Yes      No</b></p> <p>Parents/Guardian must present certification of immunizations on the first day of school entry. If documentation is not presented, parents and/or guardians have 30 days to provide documentation, <b><u>or the student shall be excluded from the preschool until proof is presented.</u></b></p>

**Child's Questionnaire**

Who does the child live with? (Name and Relationship)

Does your child have any siblings? If so, what are their names and ages?

Does your family have any pets?

What language is spoken in your home?

Does your child speak a second language?

Has your child attended a program such as Mother's Day out, Day Care, or Preschool in the past? Y N  
1 - (If yes) Last program attended, and for how long?

2 - What did you like or dislike about your previous child care experience?

Telephone:

How does your child react to other children and adults?

Does your child have any speech problems or delays and, if so, are they being monitored?

Does your child do any of the following?    Nail biting    Thumb sucking    Stuttering    Other:

Does your child can dress herself/himself?    Yes    No

Does your child can eat by herself/himself?    Yes    No

Describe how your child usually responds to your discipline:

**Toileting Habits:** Potty trained?    Yes    No    Need reminders

Any specific words your family uses for bowel movements and urination?

Tell us about your child's favorite activities, toys, games or other interests:

Is there anything else of which we should be aware to help us know your child better?

Abilene Junior Academy Preschool desires to provide the best education possible for students who are admitted. Due to staffing, funding, and facility limitations, some children are not admitted because the school can't adequately provide for their learning needs. The nature of the preschool curriculum necessitates that children who have been diagnosed with learning differences must be able to meet the same academic standards as all other children in their grade level. Children with physical/motor limitations who may require special provisions will be considered for admission on a case-by-case basis.

Give a brief medical history of applicant, identifying any serious illnesses or injuries of which the school should be aware. List any emotional or medical treatments, or physical handicaps which may affect the child's activities:

### Parent Questionnaire

How did you first learn of Abilene Junior Academy Preschool?

Please describe your primary reasons for seeking admission for your child to Abilene Junior Academy Preschool. Which of these reasons is most important to you and why?

In what ways should parents participate in the education and school life of their child?

Thinking ahead to your child's graduation at Abilene Junior Academy Preschool, what would be your greatest hopes for how this preschool has influenced your child?

What did you like or dislike about your previous Preschool / Day Care experience?

## Uniform Policy - GIRLS: Pre-K to 8th

### Daily Classroom Attire:

- ❖ Bottoms: Navy, Black, Khaki pants, capris, shorts or skirts.
  - no ripped, frayed, or sweat pants.
  - capris, shorts or skirts at or below the length of a student's knees.
- ❖ Shirts: Polo shirts (short or long sleeve) in the following approved color:
  - Burgundy
- ❖ Legs & Feet: Socks, including leggings and tights, should be black, navy, gray or white in order to coordinate with the uniform. In addition, all socks, leggings or tights should be of a single solid color, with no patterns, emblems or logos.
- ❖ Shoes must be closed-toe and appropriate for PE, unless the teacher or administration specifically stipulates otherwise.

### Formal Chapel/Performance Attire:

- ❖ Bottoms: If a skirt is worn, navy knit shorts or leggings may be worn for modesty and/or warmth.
- ❖ Shirt: A BURGUNDY POLO with SCHOOL LOGO/Emblem. All undershirts must be white and tucked in, but the polo shirt is not required to be tucked in.

### Field Trip Uniform:

- ❖ Bottoms: Nice jeans or navy pants.
- ❖ Shirt: One school field trip t-shirt will be provided for every student. This shirt must be worn for all field trips. This helps provide an additional layer of safety on trips.

### Alternative Uniform Days:

- ❖ "JEAN-A-FORM" FRIDAYS:
  - Jeans or shorts must be blue in color jeans and denim material.
  - Shorts length must meet the standard uniform guideline stipulated (at or below the length of student's knees).
  - Approved shirts for Friday's must have the AJA theme, emblem, logo or information on them. Shirts that are ripped, faded or stained will not be permitted.

**Please be advised, this policy can change over the course of the year.**

**Uniform policy - BOYS: Pre-K to 8th**Daily Classroom Attire:

- ❖ Bottoms: Navy, Black, Khaki pants or shorts.
  - no ripped, frayed, or sweat pants, short
  - shorts at or below the length of a student's knees
- ❖ Shirts: Polo shirts (short or long sleeve) in the following approved colors:
  - Burgundy
- ❖ Legs & Feet: Socks should be black, navy, or white with no patterns, emblems or logos in order to coordinate with the uniform.
- ❖ Shoes should be closed-toe and appropriate for PE, unless the teacher or administration specifically
- ❖ stipulates otherwise.

Formal Chapel/Performance Attire:

- ❖ Bottoms: NAVY pants or shorts with navy socks.
- ❖ Shirt: A BURGUNDY POLO with SCHOOL LOGO/Emblem. All undershirts must be white and tucked in, but the polo shirt is not required to be tucked in.
- ❖ Field Trip Uniform:
  - Bottoms: Nice jeans or navy pants.
  - Shirt: One school field trip t-shirt will be provided for every student. This shirt must be worn for all field trips. This helps provide an additional layer of safety on trips.

Alternative Uniform Days:

- ❖ “JEAN-A-FORM” FRIDAYS:
  - Jeans or shorts must be blue in color jeans and denim material.
  - Shorts length must meet the standard uniform guideline stipulated (at or below the length of student’s knees).
  - Approved shirts for Friday’s must have the AJA theme, emblem, logo or information on them. Shirts that are ripped, faded or stained will not be permitted.

**Please be advised, this policy can change over the course of the year.**



# UNIFORM SUGGESTIONS



## PRESCHOOL - PROGRAM AND FEES

**Ages:** 3-5 years | **Hours:** 07:30am - 3:00pm, Monday - Friday | **Year round program**

### Registration and Tuition:

- **Registration & Supply Fee** - This fee is provided annually for each child upon enrollment to cover the classroom supplies, office supplies, student insurance, and yearbook. It's non-refundable. \$120 per student / Billed at time of initial registration.
- **Tuition:** Based on care hours

Plan	Student	Days	Hours	Price
	Part-time	Monday - Friday (5 day)	08:30am-03:00pm	\$140/week
	Part-time	Monday - Thursday (4 day)	08:30am-03:00pm	\$130/week
	Part-time	Monday - Wednesday (3 day)	08:30am-03:00pm	\$120/week
	Extended care	Monday - Friday	07:30am - 08:30am	\$13/week
	Daily Drop-ins	Monday - Friday	07:30am-03:00pm	\$45/day
	Summer Holding Fee			\$25/month

**Available Discounts:** A 10% discount will be given to the oldest child/children in families with multiple children.

**Toilet Training** - All children entering the preschool must be toiled-trained.

**Meals:** Parents are required to provide a healthy and nutritious lunch and snacks on a daily basis.

**Pick-Up / Late Pick-Up Policies** - Abilene Junior Academy Preschool closes promptly at 03:00pm. There is a late fee of \$3.00 per minute.

I have read the responses on this application, and find that they are correct to the best of my knowledge. I agree to respect and support the regulations, and policies of the school as published or ammended by the administration. I further pledge to assume the financial responsibility for the student, and to pay bills promptly or my child's education may be disrupted. We/I certify that the information given on this application is factual and true and based on our/my agreement with the mission and academic philosophy of Abilene Junior Academy Preschool.

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**Signature of Parent/Guardian**

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**Date**