

Northeast Academy
210 E. Church Street
Lasker, NC 27845
(252) 539-2461
(252) 539-3919 (fax)

Renee Baker
Board Chair

Wanda Briggs-Trevino
Headmaster

“Where your child becomes family, education becomes a priority, and good sportsmanship becomes a way of life.”

Dear Parent/Guardian

Thank you for your interest in enrolling your child(ren) at Northeast Academy. Please complete an application for enrollment and contract. A \$150 non-refundable deposit (per child) is required at the time of application.

In addition to the application, contract, and deposit, you must submit the following documentation for each child being considered for enrollment in order for your application to be presented to the Northeast Academy Board of Directors for a vote.

- Historical Grades
- Historical State/National test scores
- Historical Attendance Records
- Historical Disciplinary Record
- Current Grades (ie. Report Card, Progress Reports)
- Current Class Schedule
- High School Transcript
- College Transcript for high school students taking dual enrollment classes.
- 504 Plan (if applicable)
- IEP (if applicable)
- Academically/Intellectually Gifted Plan (if applicable)
- Psychological Reports (if applicable)
- Reference Letter from an educator from your child's current school

Upon approval of your contract by the Northeast Academy Board of Directors, you and your child(ren) will be required to participate in an orientation session with school officials.

We look forward to receiving the above information in order to proceed with the application process.

If you have any questions, you may contact Headmaster, Wanda Briggs-Trevino by phone at 252-539-2461 or by email at [**wanda.trevino.nea@gmail.com**](mailto:wanda.trevino.nea@gmail.com).