

VALLEYDALE CHRISTIAN ACADEMY

2408 Valleydale Road, Birmingham, Alabama 35244
(205)987-6286 www.valleydale.net valleydaleacademy@yahoo.com

ENROLLMENT APPLICATION

(Please write very clearly and in **BLACK INK** as we fax this form.) Date: _____

STUDENT'S FULL NAME: _____

DATE OF BIRTH: _____ AGE: _____ GRADE: _____ M/F _____

ADDRESS: _____

City: _____ State: _____ Zip: _____

Your county of residence or current school district: _____

Legal Father's Name: _____ Signature: _____

Legal Mother's Name: _____ Signature: _____

HOME PHONE: _____ WORK: _____ CELL: _____

EMAIL(S) (***REQUIRED***): _____

(Our MAIN form of communication is via email so you MUST read your email on a computer/laptop at least 1-2 times per week not just a cell phone which may cutoff the msg.)

SCHOOL HOLDING STUDENT'S CURRENT FILES:

NAME: _____

ADDRESS: _____

PHONE: _____ FAX: _____

IMPORTANT: Please send Enrollment Application, Registration Fee & 1st Month's tuition via U.S. mail or bring to our office because we need the original forms. ***WE CANNOT ACCEPT PHOTOS OR SCREENSHOTS*** but we do accept PDF files. We ***ONLY*** take cash, money order, debit/credit card or PayPal (to our email address) for these initial fees. Student is ***NOT*** enrolled until application and all initial fees are paid in full.

(Updated 4/27/2022)

VCA FINANCIAL POLICIES, PROCEDURES AND FEES

Valleydale Christian Academy is a non-profit organization, and we require certain fees in order to administer the school. **All tuition/fees are due in FULL between first and fifth of each month to avoid late fees.**

Payment Method Options: Cash, Money Order, PayPal, your Online Banking, or personal check. We can take debit/credit cards for VCA tuition or fees (+ 3.5% fee by card processing company) but **NOT** for Teacher Fees.

IMPORTANT: Fees late 60 days will result in school suspension and notification of failure to comply which will be reported to your County Board of Education for truancy, and to the Alabama Driver's License Department resulting with suspension of driving privileges for older students. **If there is a past due balance, ANY payment will be applied to the OLDEST tuition/fee amount past due FIRST.**

IMPORTANT: ALL TUITION/FEES BEGIN THE MONTH YOU JOIN AND CONTINUE THROUGHOUT OUR SCHOOL YEAR WHICH IS AUGUST THROUGH MAY AS DO ALL SCHOOLS IN ALABAMA. ALL ALABAMA students must be enrolled in a school by August in order not to be truant and remain consistently enrolled. *If you do continue through the summer, the basic tuition fee will continue through the summer months.*

NEW REGISTRATION FEE PER CHILD NON-REFUNDABLE. (not to exceed \$250/family for K-12th): **\$125.00** plus the tuition for the month in which you join. If you are also registering for **On-Campus classes**, there is an additional **\$50.00** one-time fee for each student. If your student is a 12th grader, there are additional **Senior Fees** of **\$150 or \$80** due before December for Graduation Ceremony expenses or Diploma/Transcripts.

RE-REGISTRATION (not to exceed \$100 per family K-11th) **DUE EACH JUNE:** K-12th **\$30** per each child for **ALL CURRENTLY ENROLLED STUDENTS** who will continue into the new school year.

RE-REGISTRATION FOR ON-CAMPUS CLASSES **DUE EACH JUNE:** **\$75** per student.

MONTHLY TUITION TO HOMESCHOOL ONLY: Grade K-8 **\$30** per month, Grade 9-12th **\$45** per month. If there are two high schoolers in the family, the cost increases to **\$55** per month. We will apply discounts on tuition for families with multiple siblings. Monthly Tuition is **PER FAMILY** not per student.

PARTICIPATION IN ANY ON-CAMPUS CLASSES REQUIRES ADDITIONAL SCHOOL TUITION PER MONTH & MONTHLY TEACHER FEES. The monthly On-Campus tuition is \$80/month & an additional \$70 per month if a sibling attends classes. Also, this monthly tuition covers any siblings homeschooling at home. Teacher Fees includes textbook rental, novel, workbooks, curriculum, copies, teaching, testing, etc.

LATE FEES: **ALL** Tuition and Teacher Fees are due on the **first of each month and late after the 5th.**

The Late Fees and consequences are as follows:

- If payment is made after the **5th of the month**, there is a **\$5 late fee for EACH payment.**
- If payment is made after the **10th of the month**, there is a **\$10 late fee for EACH payment.**
- If payment is not received by the **15th of the month**, the student **MAY NOT** be allowed to attend classes until **ALL FEES ARE PAID.**

I have read, understand and agree to the above Financial Policies and Procedures:

Signature of Parent/Guardian: _____ **Date:** _____

Witness: _____

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REQUEST FOR STUDENT SCHOOL RECORDS

NAME OF SCHOOL: _____

Please include records of report card/transcripts, blue forms, test results, and disciplinary reports to Valleydale Academy by U.S. mail, or by email using a PDF format (valleydaleacademy@yahoo.com) for the following student/s:

(NO FAXES PLEASE)

STUDENT NAME:

_____	Grade: _____
_____	Grade: _____
_____	Grade: _____

NOTES OR COMMENTS:

Parent/Guardian Signature: _____

Best regards,

Susan Hubbard

Director

Date Enrolled: _____

Date faxed/mailed to school: _____ By: _____

VALLEYDALE CHRISTIAN ACADEMY QUESTIONNAIRE

Fill out and return with application

What church do you attend? _____

Are you a Christian? _____

Do you work outside the home? _____ If yes, please list the name, address and phone number of the person or tutor who will be supervising your under age 16 child: _____

If you are divorced/separated, we will need a copy of the custody papers/pages of your child awarding you educational decisions and a signature of the other biological parent on the application (or a letter or email from them) proving that he/she is aware you are educating your child at home.

Please give a simple explanation as to why you have decided to homeschool your child, listing any trouble or disciplinary action your child may have encountered at his/her previous school and also be slightly more specific for “health/medical” reasons. _____

Have you been contacted by truancy? _____

Has DHR been involved with your family? _____

Parent/Legal Guardian(s) Signature: _____

CHURCH SCHOOL ENROLLMENT FORM

(This form is **REQUIRED** as it is faxed to the Board of Education)

TO BE COMPLETED BY PARENT OR GUARDIAN:

STUDENT'S NAME: _____

PARENT/GUARDIAN(S) NAME: _____

YOUR COUNTY OF RESIDENCE: _____

PHYSICAL ADDRESS: _____

STUDENT'S DATE OF BIRTH: _____ GRADE LEVEL: _____

SIGNATURE OF PARENT OR GUARDIAN: _____

Valleydale Christian Academy
2408 Valleydale Road
Birmingham, AL 35244
(205)987-6286
Admin: Susan W. Hubbard

THE ADMINISTRATOR OF THE ABOVE NAMED SCHOOL WILL NOTIFY THE BOARD OF EDUCATION SHOULD THE ABOVE NAMED STUDENT CEASE ATTENDANCE AT SAID SCHOOL WITH OR WITHOUT PARENTAL SIGNATURE.

TO COMPLETED BY CHURCH SCHOOL ADMINISTRATOR AND STAFF

Date of Student Enrollment: _____ FOR _____ - _____ School Year

Date faxed/mailed to school: _____ By: _____