

# BROADWATER ACADEMY ADMISSIONS CHECKLIST

## **Application Fee**

There is a non-refundable \$100 application fee per child per calendar year with a maximum application fee of \$200 per family per calendar year.

## **School Records**

School records must include a transcript which covers at least the last three years of the applicant's school career, but preferably covers Kindergarten forward. The records should include all academic grades, conduct grades/reports, standardized achievement test scores, and an ability test score, as well as all educational, psychological, and/or medical evaluation records. To request school records, your child's current school may require that you use Broadwater's transcript release form or one of its own design. To have your child enrolled in Broadwater Academy, parents must ensure that a final transcript is received by Broadwater. All records should be received prior to testing.

## **Proof of Birth**

Grades PK – 12. Please bring an original birth certificate to the school. Copies cannot be accepted.

## **Immunization Records**

A complete, current set of Immunization records must be provided by the parents if not included in the current school records.

## **Student Visit and Testing**

Required evaluations for applicants are completed by Broadwater teachers and the Admissions Director. Applicants in grades one through twelve are required to spend a full day testing and visiting classes with their current grade level. During the summer when classes are not in session, applicants will be required to tour the school and be tested by a classroom teacher and the Admissions Director. Applicants for grades Pre- K and Kindergarten will be tested by the two grade-level teachers.

## **Document Verifying Legal Custody**

In case of divorce, separation, or legal guardianship of anyone other than both parents, a copy of the document verifying custody is required prior to enrollment.

## **Enrollment Contract and Tuition Deposit**

Once a student is accepted for admission, an enrollment contract covering the year in which a student plans to enter the school must be completed, signed, and returned to the school with a \$300 deposit. This deposit is applied directly to the tuition total and will not be refunded. The deposit and contract must be received within fourteen days of acceptance to reserve a space for your child.

## **Financial Aid**

Broadwater offers tuition assistance to qualified students. Information about tuition assistance can be obtained from the Director of Admissions. Tuition assistance funds are limited, so it is important to apply early.

## **Admission Review Committee**

All candidates are considered by the Admission Review Committee. The committee attempts to make a fair decision in every case, considering not only what Broadwater can offer each candidate, but also what contributions the candidate can make to the school. Broadwater Academy admits qualified students without regard to race, religion, color, or national and ethnic origin.

# BROADWATER ACADEMY APPLICATION FOR ADMISSION

Name of Candidate: \_\_\_\_\_  
Last First Middle Nickname

Application for Grade: \_\_\_\_\_ for the 20\_\_\_\_ - 20\_\_\_\_ academic year

Would you like to receive information about financial aid?  No  Yes

Sex:  Male  Female Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Birthplace: \_\_\_\_\_ Current Grade: \_\_\_\_\_

Current School: \_\_\_\_\_

School's Address: \_\_\_\_\_ Phone No. of Current School: \_\_\_\_\_

With whom does the applicant reside?  Parents  Mother  Father  Guardian

Has a previous application to Broadwater Academy been submitted?  No  Yes If yes, grade(s) and date(s): \_\_\_\_\_

Please list in chronological order all of the schools your child has attended.

School	Grades Attended	Dates of Attendance
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Extracurricular Activities:

\_\_\_\_\_  
\_\_\_\_\_

For what reasons do you want your child to attend Broadwater Academy?

\_\_\_\_\_  
\_\_\_\_\_

How did you learn about Broadwater Academy? \_\_\_\_\_

Has the applicant ever been suspended (in-school or out-of-school), expelled, or asked to withdraw from any school, or had other disciplinary problems? If yes, explain. \_\_\_\_\_  
\_\_\_\_\_

Is the applicant taking medication on a regular basis?

If yes, please specify. \_\_\_\_\_

Does the applicant have any mental or physical health problems that would require special assistance?

If yes, please explain. \_\_\_\_\_

List family members who have attended Broadwater Academy.

\_\_\_\_\_

Brothers and Sisters

Name	Age	Grade	School
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

## Mother/Guardian

Full Name: \_\_\_\_\_  
Mrs./Ms./Miss/Dr.      First      Middle      Last

Home Address \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Occupation/Position: \_\_\_\_\_

Name of Business: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Professional School(s) \_\_\_\_\_ Degree/Date

College(s) \_\_\_\_\_ Degree/Date

Secondary School \_\_\_\_\_ Degree/Date

## Father/Guardian

Full Name: \_\_\_\_\_  
Mr./Dr.      First      Middle      Last

Home Address \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Occupation/Position: \_\_\_\_\_

Name of Business: \_\_\_\_\_

Type of Business: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Professional School(s) \_\_\_\_\_ Degree/Date

College(s) \_\_\_\_\_ Degree/Date

Secondary School \_\_\_\_\_ Degree/Date

Are parents separated?  Yes  No      Divorced?  Yes  No

Who is the legal guardian? \_\_\_\_\_

*In case of divorce, separation, or legal guardianship of anyone other than both parents,  
a copy of the document verifying custody is required prior to enrollment.*

## CONDITIONS AND TERMS OF AGREEMENT

I understand and agree to the following conditions of admission:

1. Admission to Broadwater Academy is competitive and is based on the applicant's ability to succeed academically and contribute to the school. The Admission Review Committee attempts to make a fair decision in every case and with the best interest of each candidate in mind.
2. This application will not be considered by the Admission Review Committee until the non-refundable \$100 application fee has been paid, a complete set of school records has been received, and the applicant has tested and visited the campus. It is the responsibility of the applicant's parent(s) or guardian(s) to ensure the records have been received by the school.
3. Within fourteen days of notification of acceptance, applicants must return the completed enrollment contract, registration card, and non-refundable tuition deposit. This deposit is applied directly to the total tuition and will not be refunded. Responsibility for payment of all fees will be accepted by the party/parties who sign the contract.

Signature(s) of Parent(s) or Guardian(s)

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

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