

Jacksonville Christian Academy

K4/K5

Enrollment Application

Revised: 2/7/2025



Jacksonville Christian Academy

Home of the Conquerors

919 Gum Branch Road

Jacksonville, North Carolina 28540

phone: 910-347-2358 • fax: 910-347-3138

website: <http://www.jacksonvillechristianacademy.com>

email: jcaconquerorsoffice@gmail.com

Jacksonville Christian Academy

Home of the Conquerors
 919 Gum Branch Road
 Jacksonville, NC 28540

phone 910-347-2358 • fax: 910-347-3138
 website: www.jacksonvillechristianacademy.com
 email: jcaconquerorsoffice@gmail.com



K4/K5 Registration Procedures

Instructions: Use blue/black ink to fill out the application and complete the checklist below.

Please provide all documents by the time of your interview, if possible.

- Complete and sign THIS application for enrollment in its entirety
- Non-refundable registration fee
 - Early Bird Registration is for current students and their siblings to be paid by February 29th \$100.00
 - Students Registering after February 29th \$150.00
- * Copy of **Up-to-Date** Immunization Record
- * Physical Examination - completed by a doctor, less than 1 year old
- * Copy of Birth Certificate
- * If applicable, current sole, primary, joint etc. custody documentation
- Applied for NC Opportunity Scholarship**
- * NCOS acceptance, certified, or approved notice

Return ALL forms, documents, and registration fee to: *(Fill out this form, sign it and attach it to other required documents/certificates and send it with your registration fee to the address below. You can also drop them off at the front office).*

Jacksonville Christian Academy
919 Gum Branch Road
Jacksonville, NC 28540

For Office Use Only:

TESTPOINT Administered and Paid on: _____/_____/_____	Check or Debit Payment Type Check# _____ Debit/Credit Card _____ (1.99% Transaction Fee)	Cash Payment Type Cash \$ _____ Initials: _____
Date of Application: _____/_____/_____	Date of Interview: _____/_____/_____	Date of Approval: _____/_____/_____
Registration Paid Date: _____/_____/_____	Check or Debit Payment Type Check# _____ Debit/Credit Card _____ (1.99% Transaction Fee)	Cash Payment Type Cash \$ _____ Initials: _____

Administrative Notes:

Application for Admission

Applicant's First Name:	Applicant's Middle Name:	Applicant's Last Name:	Applicant's Preferred Name:
Grade Applying For: <div style="display: flex; justify-content: space-around;"> <input type="checkbox"/> K4 <input type="checkbox"/> K5 </div>			
Applicant's DOB:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	Ethnic Origin:	
Applicant's Email Address:			
Applicant's Physical Street Address:			
City:		State:	Zip Code:
Home Phone:	Cell Phone:	Fax:	
Country of Birth:		Citizenship:	
School Last Attended or Presently Attending:			
Address of Last School Attended (Street, City, State, Zip):			
Phone of Last School Attended:		Fax of Last School Attended:	

Student's Grades Have Been: Superior Above Average Average Below Average

Has the applicant ever repeated a grade? No Yes If yes, what grade?

Has the applicant ever been expelled, suspended, or asked to withdraw from school? No Yes

If yes, please explain:

Are there any **special factors, conditions, or learning differences** affecting your child about which the school needs to be informed? No Yes

If yes, please explain:

Has your child ever been **tested academically, behaviorally, and/or psychologically**? No Yes

If yes, please explain:

Father/Guardian	Mother/Guardian
Name:	Name:
Email Address:	Email Address:
Home/Cell Phone:	Home/Cell Phone:
Employer:	Employer:
Position/Rank:	Position/Rank:

Application for Admission (continued ...)

Father/Guardian	Mother/Guardian
Work Phone:	Work Phone:
Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Remarried	Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Remarried

‘Check – X’ all that apply:

Student Lives With?	<input type="checkbox"/> Father & Mother <input type="checkbox"/> Guardian <input type="checkbox"/> Father Deceased	<input type="checkbox"/> Father <input type="checkbox"/> Stepfather <input type="checkbox"/> Mother Deceased	<input type="checkbox"/> Mother <input type="checkbox"/> Stepmother
Receive Mail?	<input type="checkbox"/> Father	<input type="checkbox"/> Mother	<input type="checkbox"/> Guardian
Legal Custody?	<input type="checkbox"/> Father	<input type="checkbox"/> Mother	<input type="checkbox"/> Other
Financial Responsibility?	<input type="checkbox"/> Father	<input type="checkbox"/> Mother	<input type="checkbox"/> Other

Emergency Contact Information *Other Than Parent/Guardian:*

First Emergency Contact:		Relationship:	
Home Phone:	Work Phone:	Cell Phone:	
Second Emergency Contact:		Relationship:	
Home Phone:	Work Phone:	Cell Phone:	
Applicant's Doctor:			
Doctor's Phone Number:	Doctor's Physical Address:		

Are there any **medical/behavioral/physical conditions** or other reasons that would hinder the applicant from being able to participate fully in the classroom, at lunch, PE, or other normal school activities, including athletics or extracurricular? No Yes

If yes, please explain:

Are there any **special medications for sickness or allergies** or is your child currently taking **prescribed medication** related to physical, behavioral, or psychological problems affecting your child of which the school needs to be informed of? No Yes

If yes, please explain:

Application for Admission (continued ...)

Although the school is not responsible for distributing medication, *if a parent cannot be reached, the child may receive the following medicine or first aid treatment, should the need arise:*

Neosporin/First Aid Spray	<input type="checkbox"/> No <input type="checkbox"/> Yes	Benadryl/Caladryl/Allergy Cream	<input type="checkbox"/> No <input type="checkbox"/> Yes
Tylenol/Tylenol Jr.	<input type="checkbox"/> No <input type="checkbox"/> Yes	Cough Drops/Cough Syrup	<input type="checkbox"/> No <input type="checkbox"/> Yes
Ibuprofen	<input type="checkbox"/> No <input type="checkbox"/> Yes	Anti-Acid/Pepto-Bismol	<input type="checkbox"/> No <input type="checkbox"/> Yes

Refer to JCA Student Handbook for clarification.

Religious Information:

We reserve the right to refuse acceptance if a parent or student's religious beliefs conflict with our Statement of Faith (Student Handbook). Parents must sign the statement of cooperation and remain in compliance while the student(s) are enrolled at JCA.

What is your religious affiliation?	
Church Attendance	<input type="checkbox"/> Regular <input type="checkbox"/> Occasional <input type="checkbox"/> Seldom <input type="checkbox"/> Never
If not <i>regular</i> attendance, why not?	
Would you like more information about our church and its children's ministries? <input type="checkbox"/> No <input type="checkbox"/> Yes	
Your Church's Name:	
Your Pastor's Name:	Phone Number:

Miscellaneous Information:

How did you hear about Jacksonville Christian Academy?

Building Name Internet Advertisement Referred by whom:

Does the applicant have any siblings or relatives that previously or currently attend JCA? No Yes

If yes, please list names:

Please explain why you want your child to attend Jacksonville Christian Academy.

Please explain:

Parental Questionnaire

Have you, the parent(s) viewed the online Student Handbook?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you have any questions regarding our Spiritual Philosophy and Statement of Faith?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you understand that the Bible will be presented as the accurate Word of God and is our standard for living?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you understand that your child will be taught Creation?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you understand that your child will be taught from the Bible the birth, life, death, and resurrection of Jesus Christ?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you understand that your child will be taught that God's forgiveness of sin (Salvation through Christ) is the only way to heaven?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you understand that your child will be taught that there is a literal heaven and hell?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you understand that your child will be exposed to conservative thinking (when appropriate) i.e. no to illegal drugs, smoking, drinking, abortion, & homosexuality or any other deviation from God's word and yes to marriage between one man and one woman?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you understand that the ABEKA curriculum is for the average to above average child?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you agree that the student is responsible and should be accountable for his/her work?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you agree that the student should be able to complete his/her assignments on time and to the best of his/her ability?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you agree to evaluate your child's progress by going over work sent home?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you agree to let the teacher/administration know of any learning problems or difficulties that may impede regular learning?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you agree that should a teacher <i>suspect an academic, behavioral, or physical problem and make recommendations</i> , a parent should be approachable and understand that the teacher is looking out for the best interest of the student?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you agree to let the teacher/administration know about problems <i>at home</i> if deemed necessary?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you agree that the student should absolutely obey all school/classroom rules even though at times the purpose may not be understood, except for the fact that those in authority established them?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you agree to help us "help you" in the rearing of your child by reinforcing good citizenship at home by discouraging lying, cheating, laziness, bullying, using indecent language, disrespectfulness, and willful defiance?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you agree to help us "help you" in the rearing of your child by encouraging honesty, responsibility, obedience, kindness, and doing the best one is capable of?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Will you take supportive action when problems arise regarding your child?	<input type="checkbox"/> No <input type="checkbox"/> Yes
After hearing your child's side of a questionable matter, do you agree to get the teacher's side before passing judgment?	<input type="checkbox"/> No <input type="checkbox"/> Yes

Parental Questionnaire (continued ...)

Do you agree to be supportive of and involved in JCA to the best of your ability?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you understand the importance of not complaining about JCA in front of your child, publicly, or on social media ?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you understand that gossiping to or about another parent, student, or faculty member may result in the dismissal of your child?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you agree to remove your student from JCA if you cannot fully support its philosophy, policies, rules, faculty, and administration?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you agree to take all concerns, or complaints through the proper chain of command : teacher, principal, administrator, and school board?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Will you personally adhere to our "modesty code" to the best of your ability at all school functions (entering the school building, games, and auditorium functions)?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Will you support JCA's student dress standards as deemed appropriate for daily regular school, field trips, and athletic events, etc.	<input type="checkbox"/> No <input type="checkbox"/> Yes
Does the applicant have a record of tardiness or absenteeism? If yes, please explain:	<input type="checkbox"/> No <input type="checkbox"/> Yes
Will you do your best not to accrue excessive tardies and absences by having your child at school on time?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Does the applicant relate well with other children? If no, please explain:	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you agree to help your child develop healthy relationships with others, i.e. kindness, sharing, and respect?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you agree that children can succeed better if both parents are <i>respectful</i> to each other?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you understand the importance of helping your child with separation anxiety by helping him/her find the classroom together, allowing them to enter unaccompanied, and walking away being confident and comfortable yourself of where you are leaving them?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you understand that all parents and visitors must check in at the office?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Does the applicant have access to the internet at home?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Is access to the internet supervised by an adult? Is there an internet filter?	<input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes
Do you agree that obeying parents, those in authority, and Jesus is paramount to being successful and have a joyful/holy life? If no, please explain:	<input type="checkbox"/> No <input type="checkbox"/> Yes
Do you, the parent(s), support Biblical correction (spanking) at home? If no, please explain.	<input type="checkbox"/> No <input type="checkbox"/> Yes

Parental Questionnaire (continued ...)

<p>Has the applicant been exposed to, or allowed to view pornographic material? If yes, please explain:</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes
<p>Has anyone in the student's household(s) ever been convicted of a violent or sexual crime? If yes, the principal will contact you <i>before or during the interview process</i> to explain our campus protocol.</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes
<p>Does the applicant respect authority figures? If No, please explain:</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes
<p>I understand that my child will be taught the importance of showing respect to the American Flag, thus pledging daily to it and both the Christian Flag and Bible. I understand that my child will be taught to stand respectfully during the National Anthem.</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes
<p>Have the expectations of JCA been explained to the applicant?</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes
<p>Does the student understand basic table manners (utensil usage and sitting a table) and able to feed themselves. If no, please explain:</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes
<p>Does your child understand and/or perform basic commands, i.e., sit, stand, go, stop, lay down, eat, color, say, quiet, wait, yes and no? Please ask your child before answering. List any that are difficult:</p>	<input type="checkbox"/> No <input type="checkbox"/> Yes
<p>Your child must be able to speak fluent English and communicate in a mostly clear, audible voice when given instruction, asked a question and when they are hurt/don't feel well.</p> <ul style="list-style-type: none"> ○ My child can speak fluent English and communicate in a mostly clear, audible voice. ○ My child can speak fluent English but has an adolescent speech impediment or delay. *Typically, they grow out of it or with a little speech therapy, can overcome this challenge. ○ Although I may understand my child's communication, it cannot be clearly understood by others at this time. 	<p><i>Please check the circle that mostly applies to your child.</i></p>
<p>All JCA students must be able to independently take care of all restroom needs.</p> <ul style="list-style-type: none"> ○ My child is fully potty trained. They can consistently and clearly articulate when they need to go and can wipe themselves. Accidents are rare— less than 1 a month. ○ My child is mostly potty trained. They can typically articulate when they need to go and wipe themselves, and accidents occur 2-3 times a month. ○ My child struggles with one or more of the standards above. 	<p><i>Please check the circle that most applies to your child.</i></p>
<p>Please indicate how much screen time your child gets in a day.</p> <ul style="list-style-type: none"> ○ 1-2 hours ○ More than 3-4 hours ○ There are no limits on screen time. 	<p><i>Please check the circle that most applies to your child.</i></p>

<p>Describe your child's experience with a structured/semi-structured environment (sitting in a chair listening or coloring at daycare, church etc.).</p> <ul style="list-style-type: none"> ○ Can sit in a chair for more than 15 minutes with little to no struggle. ○ Can sit in a chair for 10-15 minutes with little to no struggle. ○ Is not able to sit in a chair for more than 10 minutes without disturbance or struggle. <p>*You may also want the input of their childcare provider or church teacher.</p>	<p><i>Please check the circle that most applies to your child.</i></p>
<p>Although discipline & correction come in many forms, how well does your child typically respond?</p> <ul style="list-style-type: none"> ○ Consistently submissive—a quick, obvious change in behavior <input type="checkbox"/> ○ Somewhat submissive—a slower change in behavior; but does change without several warnings/threats ○ Rarely ever submissive—cries, pouts, has a tantrum, or refuses to change behavior even with warnings/threats 	<p><i>Please check the circle that most applies to your child.</i></p>
<p><i>*A Message from the Principal... If you selected the 3rd answer to any of the questions above, thank you for your honesty! There is no wrong answer, however, it is possible your child may not be ready for our K4/K5 program at this time—and that's OK!</i></p> <p><i>Please address those areas at home— as it's our duty to promote and support good behavior and character as well as provide a safe, loving, academic atmosphere to all students. Please be advised, should a student fail to meet our expectations above, they will not be able to continue at JCA.</i></p>	
<p>I understand that if I knowingly falsify any information on the application, acceptance may be denied, or it may result in dismissal from school.</p>	<p><input type="checkbox"/>No <input type="checkbox"/>Yes</p>

Jacksonville Christian Academy

Discipline and Conduct Policy

Disciplinary Procedures

Jacksonville Christian Academy incorporates a wide variety of disciplinary procedures. These may include verbal reprimands, withholding of special privileges, detentions, suspension, or expulsion. If, after exhausting all procedures, the student continues to misbehave, he/she may have to withdraw from school. Expulsion is always the last resort.

There are two types of suspensions:

1. On Campus Suspension-The student is required to do special assignments at school.
2. Off Campus Suspension-The student must be kept at home under the parent's responsibility.

Serious Disciplinary Offenses

The following list is not intended to be exhaustive, but is a guide to offenses that may cause dismissal from our school:

- Maliciously destroying school property. Students will be liable for damaged property.
- A rebellious spirit, which is unchanged after sufficient effort exerted by the teacher, principal, and parent.
- A serious breach of conduct inside or outside of the school, which has an adverse effect upon the testimony of the school, its administration, or faculty.
- Repeated conduct or attitude that reveals the student to be in open opposition to the basic principles or purposes of the school.
- Insufficient academic progress resulting from **refusing** to apply oneself.
- Involvement in or the use/misuse of alcohol and drugs. Whether it is on or off school grounds any form of use, trafficking, or withholding knowledge of their use by a student, will also be considered a serious offense.
- Smoking/vaping and use of any form of tobacco.
- Immorality or inappropriate behavior with the opposite/same sex.
- Possession of firecrackers, fireworks, or any other explosive devices of any kind at school.
- Vulgarity, obscene gestures/drawings, or possessing pornographic material.
- Continued hair or dress code violations.
- Misuse of social media, phone usage, or texting.
- Written, verbal, or physical threats to do harm towards another person, especially a staff member or student.
- Possession of a knife, gun, or other type of weapon.

I understand fully the Discipline and Conduct Policy of Jacksonville Christian Academy as previously stated and fully pledge to support the teachers and administration of Jacksonville Christian Academy regarding the discipline of my child/ren as long as my child/ren shall attend Jacksonville Christian Academy.

X

Your Signature
Parent/Guardian

Date: _____

X

Your Signature
Parent/Guardian

Date: _____

Jacksonville Christian Academy

Parent's Statement of Cooperation and Support

I pledge my full support and loyalty to the aims and ideals of this church school. In a day and age when many parents are abdicating their responsibilities regarding the rearing of their children, I am signing this form in an honest effort to reassure the administration of my full support.

I Agree to the following: (Please read and initial each statement below.)

___ 1. I have read the online JCA Student Handbook and will fully support the policies as stated in the handbook. (You can find the JCA Student Handbook on our school website.)

___ 2. I agree to pay my school bill on time. Tuition is due on the first day of each month and **must be paid by the 15th**. After this date, a **late payment fee** will be charged to my account. If my account becomes delinquent and is *not paid within 30 days*, my child will be **suspended** from school until proper payment has been made. I realize that I must pay a pro-rated amount for any part of the month my child attends school.

___ 3. I understand that there will be a **service charge** on all returned payments. If a payment is returned more than once, I may be asked to make all future payments with a money order, certified/cashier's check, or cash.

___ 4. I will be loyal to JCA by not discussing problems or grievances with other parents. I agree **not** to make detrimental or negative remarks about Jacksonville Christian Academy or First Free Will Baptist Church publicly or on social media. Doing so may result in withdrawal. I agree to bring any serious questions and criticisms directly to the administration so that those in authority may properly consider them. For questions and concerns, I will follow the proper chain of command.

___ 5. I understand that the staff of JCA strives to execute a Biblical approach with regards to the training and discipline of my child. I agree not to be defensive should I be notified for a discipline infraction. I further understand that the school will use discernment when handling a discipline matter.

___ 6. I understand that the school policy states that the registration fee is non-refundable.

___ 7. I give permission for my child/children to participate in all school activities, including field trips, sports activities, and school sponsored trips away from the school premises and absolve the school from liability to me or my child/children. Parents will always be notified if the student is leaving the premises.

___ 8. In the event of an emergency, I give JCA permission to take such reasonable measures as are necessary to the welfare and safety of my child/children.

___ 9. I give permission to receive communication by automatic dialing equipment, School Cast, using the numbers provided on the JCA Student Application or Registration Form.

___ 10. If a JCA photographer or videographer takes a picture with my child in it, either individually or in a group, I give permission for my child's picture to be used in future brochures, videos, social media, websites or other publications for First Free Will Baptist Church or Jacksonville Christian Academy. (See the JCA Student Handbook for details.)

___ 11. I further pledge not to neglect my responsibility regarding the education of my child. I will see that my student studies, completes assignments on time, and prepares adequately for tests and quizzes. Being a cooperating partner with JCA in the education of my child, I will take appropriate measures to see that my child progresses adequately in the learning process. This may include after school tutoring, spending extra time with my child and adequately monitoring my child's progress. I am committed to my student's doing his best and being actively involved in his *character* education.

___ 12. I agree that my student should absolutely obey all school/classroom rules, policies and procedures **and ensure that my child will not accrue excessive tardies or absences.**

___ 13. I agree to sell and/or pay for **Conqueror Cards**, our only required JCA fundraiser for the year.

X

Your Signature
Parent/Guardian

X

Your Signature
Parent/Guardian

Date: _____

Date: _____

Jacksonville Christian Academy

Home of the Conquerors
 919 Gum Branch Road
 Jacksonville, NC 28540

phone 910-347-2358 • fax: 910-347-3138
 website: www.jacksonvillechristianacademy.com
 email: jcaconqueroroffice@gmail.com



Applicant Reference Form

This portion is to be completed by the parents:

Students Name:		
Parents Name:		
Pastor, Youth Worker, or Adult worker of the Church Name:		
Church Name:	How Long Has the Church Adult Known the Student?	

This portion is to be completed by the applicant's Pastor, Youth Worker, or an Adult of the Church who can speak of the applicant's character and behavior:

Please circle the appropriate evaluation for each of the criteria below:

Has an overall, obedient spirit	Consistently	Generally	Occasionally	NA
Displays a love for Jesus	Consistently	Generally	Occasionally	NA
Cooperates with others during an activity/friendly	Consistently	Generally	Occasionally	NA
Participates during instructional time	Consistently	Generally	Occasionally	NA
Has a good attitude	Consistently	Generally	Occasionally	NA
Follows directions	Consistently	Generally	Occasionally	NA
Respects parents and other adults	Consistently	Generally	Occasionally	NA
Demonstrates responsibility	Consistently	Generally	Occasionally	NA
Exhibits separation anxiety	Consistently	Generally	Occasionally	NA/None

X _____

Signature of Pastor, Youth Worker, or Adult Worker of the Church

Thank you for completing this Reference form.

Please return this form to the parents, school office, or fax to the school. 😊