Columbia Christian Academy

Dear Prospective Family,

Thank you for considering Columbia Christian Academy for the education of your child. The establishment of this academy is a response to the direction and vision which God put in the hearts of Pastors Tom and Vicki Leuther, pastors of Family Worship Center church. Our faculty members desire to elevate children in academic excellence *and* in the knowledge of God through Jesus Christ.

We believe that our role in the education of your child is that of *partnership* with you, the parent/s, to lay a firm foundation in the things of God and to teach your children the art of learning. At Columbia Christian Academy, our desire is to not just teach your child the standard subjects, but also to know Who God is through his Word, how to have a personal relationship with Him, and how to shine the light of Jesus' love to the world around them.

At our academy, we adopt a high standard of policies and procedures. Peace and order are a requirement for your child to achieve the highest levels of spiritual and academic excellence. God operates within the boundaries of order, and we must strive to operate in decency and order so that we can fulfill the spiritual and academic needs of the students. Policies established in the handbook are intended to help guide students toward the "mark of the high calling of Christ" (Philippians 3:14).

Thank you for your interest in Columbia Christian Academy. We are here to assist you and your child in reaching their goals, both academically and spiritually. We consider it a privilege to minister to and educate your child. We desire to provide your child with an excellent education as well as to introduce them to Jesus, their Savior.

Your partners in education,

Columbia Christian Academy Faculty

Columbia Christian Academy

Statement of Mission

Training Children in Academic Excellence and the Pursuit of God

Our goal at Columbia Christian Academy is to work *with parents* in order to:

PROVIDE students with a safe environment in which they can grow spiritually, academically and socially through character development based on the words of God written in the Bible;

PREPARE students academically to enter the workforce or post-secondary education as productive, equipped citizens who demonstrate the traits of integrity, responsibility and hard work;

PRODUCE a bridge between the Christian home, the Church and the educational system by enrolling families and not just students.

Philosophy of Education

Our philosophy is to not teach a classroom but rather teach individual students in a way that is most beneficial to them. Columbia Christian Academy strives to facilitate an environment in which students can receive the attention they need to enable them to progress academically by appreciating a variety of learning styles.

Also, just as we are created in the likeness and image of God, it is our belief that excellence, in the realm of academics as well as every area of our students' lives, will occur naturally as a result of Godly character and integrity being diligently cultivated in each individual.

Columbia Christian Academy

Tuition and Fees

At Columbia Christian Academy, we strive to maintain affordable tuition and fees. A breakdown of these charges can be found below, along with various payment plan options. Please note that there may be additional fees occasionally throughout the school year, such as student photographs and field trips where an admission is charged. We strive to keep all extra costs and fees to a minimum.

Fees-

- Application Fee- Due with Intent of Enrollment and **non-refundable**……..…..$200.00
- Activity Fee (for teaching supplies, electronics, other necessities, and due annually)…..…….....$100.00
- Standardized Testing Fee **1st-8th only** (collected on even years only)……...……...……. $50.00
- Curriculum/Supplies Fee- **Preschool and Kindergarten only**……..……...……...…….$160.00
- **Curriculum cost for 1st grade & higher** is variable depending on the child's needs. A list will be sent home for parents to purchase their child's curriculum and supplies after student is evaluated. Parents purchase all curriculum separate from tuition and school fees…….Varies

The following fees are due with the submission of the second packet of enrollment forms:
Activity Fee, PK-K Curriculum/Supplies Fee and Standardized Testing Fee.

Tuition –Three Affordable Options

1. **Monthly Payment Plan Option**- **$420.00** received on or before the first of the month from August through May.
    - *A $20.00 monthly discount will be applied for enrolling one or more siblings for **monthly payment plan only.** First child is $420. All other children are $400.*
2. **Semi-annual Payment Plan Option**– Two payments of **$2047.50** (a 2.5% discount) to be paid on or before July 1st and January 1st.
3. **Annual Payment Plan Option**– A single payment of **$3990.00** (a 5% discount) to be paid on or before July 1st prior to the beginning of the academic year.

Columbia Christian Academy

Early Completion of Curriculum

If a student completes their work in a particular subject, s/he may advance to the next grade level in that subject area. The child's teacher will communicate with parents to give advance notice of when parents should purchase the new curriculum.

Payment Policy

1. No enrollment application will be accepted without the associated fees having been paid in full.
2. One of the three payment plans previously outlined must be chosen prior to acceptance of enrollment.
3. Statements are sent out mid-month showing the tuition amount to be paid by a given due date.
4. A $25.00 late fee will be charged to the individual's accounts if payment is not made by the due date indicated on the individual's statement as per the payment plan elected by the individual.
5. If the Monthly Payment Plan Option is elected, payments are due by the 1st of each month and will be considered late if received after the 15th.
6. If payment for the previous month and the current month has not been made by the 1st of the current month, then your child will not be allowed to return until all payments have been made and the student's account is made current. The first month's tuition (if paying monthly) is August 1st.
7. No reductions in charges will be made for vacations, holidays, or snow days.
8. In the event of early withdrawal, any tuition paid in advance will not be refunded.

*Monthly tuition payments should be thought of as a commitment to pay a previously agreed upon **yearly** amount which is divided into 10 equal payments for your convenience. For example, tuition is due August 1st and again on September 1st even though school starts in late August, and despite school holidays and breaks.*

***At Columbia Christian Academy, we understand that exceptions are necessary at times. If you know that your payment will be late due to extenuating circumstances, please communicate that with us as soon as possible. We endeavor to work with each family on an individual basis. Communication regarding payment can be sent to Bob Reynolds at business@fwccomo.org or 573-441-1140 ext. 203.**

Columbia Christian Academy

2023-2024 Intent of Enrollment

FOR USE BY OFFICE STAFF ONLY: **Date of Application: ____ / ____ / ____**

This student, _____, **was / was not** accepted for enrollment for the year 20____.

Additional notes: _____

Signature of Principal

Student Information

Last Name: _____ First Name: _____ M.I. ____

Birth Date: ____ / ____ / ____

Information regarding previous school student attended:

Name of previous school student attended _____

Phone number _____

Address of previous school attended _____

Street

_____

City State Zip Code

Name of teacher for the most recent teacher student had _____

Email address of teacher _____

Grade of student at previous school _____

Columbia Christian Academy

Behavioral or Disciplinary issues? Y / N

If yes, explain _____

_____

_____

Learning difficulty Y / N

If yes, explain _____

_____

_____

_____

I am withdrawing my student from the previous school due to _____

_____

_____

_____

_____ _____

Parent Signature *Date*

_____ _____

Parent Signature *Date*

Columbia Christian Academy

RELEASE OF STUDENT RECORDS

Date _____

Name of Student _____

Date of Birth _____ Grade Entering _____

I hereby request and authorize the official person of:

_____

(Name of last school attended)

_____ _____ _____ _____

(Mailing Address of the School) *(City)* *(State)* *ZIP*

to send a transcript of all academic, discipline, test and health records, including special education diagnostic summary and IEP, concerning my child to the address listed below.

_____

(Parents or Guardian Signature)

_____

(Date)

COLUMBIA CHRISTIAN ACADEMY
4925 E. BONNE FEMME CHURCH ROAD
COLUMBIA, MO. 65201
573-441-0211
charise.albritton@fwccomo.org
Attn: Charise Albritton, Principal