



Admissions Checklist

- ___ Step 1 - Complete Application for Admission
- ___ Step 2 - Pay the required Registration Fee of \$200 (this fee is non-refundable)
- ___ Step 3 - Provide required forms for applicant's grade as outlined below
- ___ Step 4 - Admissions Testing (Scheduled through the Admissions Office)
- ___ Step 5 - Pastoral Reference Form completed by pastor and returned to TCA
- ___ Step 6 - Parents interview with TCA Board Member (Scheduled after completion of steps 1 - 5)
- ___ Step 7 - Upon recommendation of acceptance, a Tuition Contract is offered
- ___ Step 8 - Attend "New Parent Orientation" (Scheduled through the Admissions Office)

Required Forms for Pre K:

- Tennessee Preschool Immunization Certificate
- Copy of Birth Certificate
- Copy of Social Security Card
- Teacher Recommendation (Completed by a Preschool or Sunday School or Daycare Teacher)

Required Forms for Kindergarten:

- Tennessee School Immunization Certificate
- Copy of Birth Certificate
- Copy of Social Security Card
- Teacher Recommendation (Completed by a Preschool or Sunday School or Daycare Teacher)
- A "Kindergarten Readiness Test" will be given to all Kindergarten applicants

Required Forms for 1st – 5th Grade:

- Provide current year report card
- Provide current year achievement test score
- Teacher Reference from previous school
(Completed by current teacher when applicable; otherwise, teacher from previous year is acceptable)

Required Forms for 6th – 12th Grade:

- Provide current year report card
- Provide current year achievement test score
- Teacher Reference from previous school
- Student Profile completed by the student applicant
- Student interview with Middle School/High School Principal

Transcript Requests: It is the parent's responsibility to provide copies of current report cards and current standardized test scores during the admissions process. An official transcript request will be made by the Admissions Office once the applicant has met all criteria for admissions.

Trinity Christian Academy admits students of all races, color, nationality, gender, and ethnic origin