



# **HIS Academy** Christian School of Excellence

**Application Packet**

5587 Redan Rd Stone Mountain GA 30088  
(770) 469-3056 [www.hisacademy.org](http://www.hisacademy.org)



**HIS ACADEMY CHRISTIAN SCHOOL**

**5587 Redan Road**

**Stone Mountain, Georgia 30088**

**(770) 469-3056**



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**“Impacting A World for Christ One Child At A Time”**

Dear Parent,

Thank you for your interest in His Academy Christian School.

We are not a *reform* school. Each student is expected to live by Christian principles and strive for and maintain high moral and ethical standards.

We believe the Christian lifestyle should be distinctive, therefore we maintain a prohibition against the use of tobacco, alcoholic beverages, illegal drugs and physical involvement or behavior unbecoming to a young Christian. We also maintain a uniform dress and appearance code.

I hope that this information will be helpful as you make your decision about the future education of your child.

Dr. Jake Givan, Jr.  
Principal



**HIS ACADEMY CHRISTIAN SCHOOL  
FINANCIAL INFORMATION**



The cost for enrolling a student at His Academy Christian School involves both tuition and fees.

**FEE SCHEDULE**

**ALL REGISTRATION AND RE-ENROLLMENT FEES, WHICH INCLUDES BOOKS AND ACTIVITY FEES ARE PAYABLE IN CASH, MONEY ORDER OR CHECK AND ARE NON-REFUNDABLE)**

**Registration Fee for New Enrollment (per student: includes new testing) \$75**

**Matriculation Fee for New & Returning Students:  
(includes two standardized testing, yearbook and maintaining records) \$170**

**PAYMENT PLANS:**

**Kindergarten, Elementary, Middle & High School \$400 Monthly**

**10% Discount on second child (legal guardian)**

**After second child each additional child (legal guardian) may attend for half of the full price plus any additional fees**

**STUDENT DISCOUNTS: K-5 – 12<sup>th</sup> Grade**

First Child	Monthly	\$400
Second Child	Monthly	\$360
Each Additional Child	Monthly	\$200

**TERMS OF PAYMENT**

1. New student registration fee is paid **when student have turned in a completed application form.** Books must be paid for by July 9.
2. All checks returned by the bank to the school due to insufficient funds will be charged \$25.00 and must be exchanged with cash. **HACS will no longer accept checks after (2) checks are returned due to insufficient funds.**
3. Monthly payments received after the fifth of the month will be subject to a \$25.00 late charge
4. If tuition payments are not up-to-date by the end of each semester, grade reports will not be issued. If payments go delinquent more than 30 days, a student may be asked to withdraw.
5. **When a student enrolls at His Academy Christian School, a place is reserved for the entire year. Parents are requested to make every effort to complete each semester before changes are made. When a change is unavoidable, tuition charges will be prorated on a monthly basis. Students will be charged for the entire month during which they are enrolled.**
6. Report cards and transcripts are released only when the student's account is paid in its entirety.



## APPLICATION PROCEDURES



# HIS ACADEMY CHRISTIAN SCHOOL

### 1. FAMILY INTERVIEW

A family interview will be scheduled to meet with the Principal of HIS Academy. The purpose of the interview may be summarized as follows:

- a) Why are you applying to His Academy Christian School?
- b) Does your child have special needs of which His Academy should be aware?
- c) How do you think His Academy can benefit your child/children and your family?

### 2. ACCEPTANCE

An acceptance letter will be mailed to the applicant upon acceptance. Acceptance of the applicant will be based on the family interview and transcript grades. **Students must be in good academic, behavioral, and financial standing with their present school for their acceptance to be considered.** Students must be able to complete all work in a regular classroom setting without major modification.

### 3. APPLICATION FORM

Compete and return the application form with the registration/testing fee of \$75.00 per student. The Registration fee is **NON-REFUNDABLE**. **A Student is not officially registered until the registration form, and fees are received.**

### 4. TRANSCRIPT RELEASE FORM

Students in 1<sup>st</sup> grade through high School must have transcripts, and the results of a nationally standardized test taken in the last 12 months. We also need a copy of the semester report card, as well as a copy of the current grades from each class presently attending. These documents and the signed Transcript Release Form **must be brought back by the applicant in order to continue the application process.**

### 5. CERTIFICATE OF IMMUNIZATION FORM & EYE, EAR, & DENTAL FORM

Certificate of Immunization Form 3231 (required for all students) and Eye, Ear & Dental form 3300 (required for grades k-through high school). These forms may be obtained from the health department or your physician.

### 6. COPY OF BIRTH CERTIFICATE & SOCIAL SECURITY CARD

Copy of birth certificate and social security card are required for students entering Pre-Kindergarten - 12<sup>th</sup> grade.

### 7. TESTING

All incoming students, 1<sup>st</sup> grades through high school applicants are required to take a diagnostic test.



# HIS ACADEMY CHRISTIAN SCHOOL



5587 Redan Road  
Stone Mountain, Georgia 30088

Student's Full Name \_\_\_\_\_  
 Last First Middle Name child responds to in class  
 Age \_\_\_\_\_ Applying for Grade \_\_\_\_\_ To Enter in \_\_\_\_\_  Boy  Girl  
 Month Year  
 Date of Birth \_\_\_\_\_, 19 \_\_\_\_\_ Birthplace \_\_\_\_\_  
 City State  
 Present Address \_\_\_\_\_  
 Street City State County Zip Code  
 Home Phone \_\_\_\_\_ Emergency Phone \_\_\_\_\_  
 School Last Attended \_\_\_\_\_  
 Name Address

City	State	Zip Code
_____	_____	_____

  

Last Name	First	MI	Occupation	Business & Cell Phone
Father	_____	_____	_____	_____
Mother	_____	_____	_____	_____
Guardian	_____	_____	_____	_____

Employment of Father or Guardian \_\_\_\_\_  
 Business or Company

Employment of Mother or Guardian \_\_\_\_\_  
 Business or Company

Marital Status:  Married  Divorced  Separated  Widowed

If married, is this a second marriage for either parent?  Father  Mother

With which parent does the child reside? \_\_\_\_\_

Check the way in which you heard about His Academy Christian School  Friend  Pastor  Relative

Advertisement  Brochure on School  Other \_\_\_\_\_

**It is a requirement for admission to HIS Academy Christian School of Excellence that at least one parent of the student must be a professing, born-again Christian.**

Church Attending \_\_\_\_\_  
 Address \_\_\_\_\_  
 Pastor \_\_\_\_\_ Phone \_\_\_\_\_  
 Father: Christian? \_\_\_\_\_ How do you know? \_\_\_\_\_  
 Mother: Christian? \_\_\_\_\_ How do you know? \_\_\_\_\_  
 Has applicant ever made a profession of faith in Christ? Yes \_\_\_\_\_ No \_\_\_\_\_

**Emergency Contact and Release to Information:**

NAME	ADDRESS	TELEPHONE	RELATIONSHIP
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Please list chronologically all other children under 18 years of age living with the family

Name	Birth Date			School Attending
	Month	Day	Year	

It is a requirement for admission that at least one parent of the student must be a professing, born-again Christian.

Family attends what church? \_\_\_\_\_ Pastor's Name \_\_\_\_\_

Does the applicant attend regularly? Sunday School  Yes  No Church  Yes  No

Does the mother attend regularly? Sunday School  Yes  No Church  Yes  No

Does the father attend regularly? Sunday School  Yes  No Church  Yes  No

Statement of Personal Christian Experience and Faith:

Father \_\_\_\_\_

Mother \_\_\_\_\_

State briefly why you wish your child(ren) to attend His Academy Christian School \_\_\_\_\_

How do you anticipate that His Academy Christian School will help support what you are trying to achieve at home? \_\_\_\_\_

Has applicant ever had any serious discipline problems?

Suspended, expelled, or refused admission to another school  Yes  No

Brought before the Juvenile Court or law enforcement agency?  Yes  No

If yes to any of the above, please explain: \_\_\_\_\_

Has the applicant ever failed an academic subject in school or ever repented a grade?  Yes  No Grade \_\_\_\_\_

Reason for repeating: \_\_\_\_\_

Has the applicant ever used tobacco or nonprescription drugs of any kind, explain \_\_\_\_\_

Please indicate the academic level of the student's previous work: Excellent \_\_\_\_\_ Good \_\_\_\_\_ Average \_\_\_\_\_ Poor \_\_\_\_\_

Does the applicant have any mental, emotional, or physical handicaps which may affect his activities or progress, or that for some reason should be know by his teacher? (Reply will be held confidential.) \_\_\_\_\_

Please use a separate sheet of paper and have the student answer the following questions. (Student should complete in own handwriting.)

**Elementary School (Grades 2-6 only)**

1. Tell in your own words what you know about Jesus.
2. Tell in your own words why you want to attend His Academy Christian School?

**High School Students**

1. Why do you want to attend His Academy Christian School
2. Describe your Personal relationship to God.
3. Write a paragraph telling about yourself.

# FAMILY COMMITMENT FORM

Directions: Carefully read this Parental Commitment Form, provide the information requested, and sign the document.

Mr. and Mrs. \_\_\_\_\_ the parents of \_\_\_\_\_ child(ren) formally request admission to **HIS ACADEMY**, which has been established and will be administered under the direction of Unity of Faith Christian Ministries, Inc. We accept God's responsibility which says: "*Train up a child in the way he should go and when he is old, he will not depart from it*" (Proverbs 22:6), do affirm that this is carried on in the home. We promise that the home will provide a secure haven of safety, free from the very influences that we recognize as harmful.

As parent(s) or guardian(s), we agree to wholeheartedly follow the philosophy, program, and established policies of this ministry. This commitment includes, but is not limited to, the following:

1. Declare Christian education to be a Biblical mandate, thus a religious conviction, and enrolling our children in the Christian school represents an expression of that belief;
2. Carefully examine and agree with the ministry's Statement of Faith and desire the **HIS ACADEMY** to work with us on the total education of our child(ren);
3. Demonstrate a godly pattern of Christian living as demanded in the Scriptures.
4. In full cooperation with **HIS ACADEMY**, we will regularly attend the Parent-Teacher Fellowship meetings and other functions requiring our participation;
5. Attend **ALL** meetings and seminars designed to benefit parents enrolled in the program;
6. Ensure parental leadership role in areas of moral and spiritual training of children by carrying out Biblical principles of child training in the home.
7. Provide financial support according to the terms agreed upon.
8. We pledge our loyalty to the aims and ideals of **HIS ACADEMY** and will bring any criticisms directly to the administration so that they may be properly dealt with by those in authority;
9. We pledge that if for any reason our child does not meet the academic requirements or cooperate with the disciplinary standards (these standards include Dress Code, Care of School Property, and Conduct and Discipline) of **HIS ACADEMY**, we will withdraw him/her without delay and will cooperate with the administration to make the withdrawal as quietly as possible, avoiding discussion with those not involved, so as to avert a spirit of dissension and division at either our child's expense or the school's. **HIS ACADEMY** reserves the right to dismiss, suspend, or otherwise discipline any student who does not adhere to the standards stated in the School's Student Handbook;
10. Students are accepted on a trial basis for the first grading period;
11. **HIS ACADEMY** agrees to work closely with the parent(s) or guardian in helping the student(s) to learn and to solve their school-related problems. This will include provision of competent teachers, a full and balanced curriculum, regular reporting, supervision of the children and the program, and cooperation with the home;

## Family Commitment Form Continues

12. We understand that tuition is kept as low as possible to make Christian education available to those who desire it for their children. Tuition and fees do not cover all operating costs. Additional funds and needs will be met with gifts and personal services of our parents and this local ministry. We do ask each parent to purposefully give to this local ministry, as regularly as God provides, to meet the financial needs; to perform services when needed; and to uphold **HIS ACADEMY** consistently in family prayer.
13. The teachers and administration are given full discretion in the discipline of my child. This may include suspension and expulsion if necessary. In that respect, if a parent or family member becomes a negative influence or shows an unchristian like attitude or behavior, the school will require that the parent withdraw his/her student from the school.
14. I give my permission for my child to take part in all school activities, including sports and school-sponsored trips on and away from the school premises, and absolve the school from liability because of any injury to my child at school or during any school activity.
15. I further agree to hold the school and its agents harmless for the liability to my child or any guardian or parent thereof because of any claims on behalf of my child against the school or any agent thereof because of any injury or alleged injury to my child.

After enrollment, the Registration Fee is NON-REFUNDABLE under any circumstances, and does not apply toward tuition.

We understand this to mean that this Family Commitment is also a binding financial obligation. All monthly fees are payable in full at the first of each month (unless arrangements have been made with administration) and are non-refundable.

We the undersigned hereby consent to the release to **HIS ACADEMY CHRISTIAN SCHOOL** all educational, disciplinary and/or other psychological information including any disciplinary actions taken by the Juvenile Court or other law enforcements agency. All information is considered confidential.

We understand **HIS ACADEMY** will not tolerate profanity, obscenity in word or action, dishonor to the Godhead and the Word of God, or disrespect to the personnel of the school.

As a parent I agree to abide by the requirements of the school in dress and conduct while attending school functions on or off the school premises.

The Statement of Cooperation will be in effect for as long as my children enrolled (or others to be enrolled) attend **HIS ACADEMY** whether it is in the Kindergarten, elementary, junior-senior high or summer school.

HIS Academy Christian School admits students of any race, color, and national or ethnic origin.

Asserting that these statements and terms are fully understood and supported by us, we do hereby affix this seal, the witness of our hand, this \_\_\_\_\_ day of \_\_\_\_\_ two thousand \_\_\_\_\_.

**Father** \_\_\_\_\_

**Mother** \_\_\_\_\_

**School Administrator** \_\_\_\_\_



## STATEMENT OF FAITH

The Old and New Testaments are the inspired and authoritative Word of God. In the Bible, we find the revelation God's will for the salvation of Men, and the Divine and Final authority for Christian life.

There is one God, the Creator of all things, who is infinitely perfect and eternally existent in the three persons, Father, Son, and Holy Spirit.

Jesus Christ is true God and true man. He was conceived of the Holy Spirit and born of the virgin Mary. He lived a sinless life and died on the cross as a sacrifice for the sins of all men. He arose bodily from the dead, ascended into heaven, and is now at the right hand of the Father as our High Priest and Advocate.

Man was created in the image of God but fell into sin and is therefore lost. Only through regeneration by the Holy Spirit can salvation and spiritual life be obtained. The shed blood of Jesus Christ and His resurrection provide the only grounds to justification and salvation.

Water Baptism, the Lord's Supper are ordinances to be observed by the Church during the present age. However, they are not to be regarded as means of salvation. (Matthew 28:19, Luke 22:19-20, John 13:12-15)

Present, supernatural ministry of the Holy Spirit is to glorify the Lord, Jesus Christ. During this age He dwells, guides and instructs and empowers the believer godly living and service. Every believer should be filled with the Holy Spirit (Acts 1:8) the fruits (character) of the Spirit as the ongoing life-evidence (Galations 5:12-15).

Born again, Spirit-filled believer should maintain a consistent, personal, devotional life, both by praying with the understanding and in praying with the Spirit, and application of the Word of God. This will be evident by HOLINESS of lifestyle, GODLINESS of character and LOVE of the brethren (John 13:34-35).

## ACTIVITY PERMISSION

I agree to allow \_\_\_\_\_ to participate in all school activities including school-sponsored trips away from the school premises, and as consideration for the benefits derived. I absolve the school from liability to me or my child because of injury to my child at school or during any school activity. I further authorize the school to secure necessary emergency medical attention for my child in the event of an injury at school or on a school-sponsored trip away from the school premises where parents cannot be contacted.

Signature of Legal Guardian \_\_\_\_\_ Date \_\_\_\_\_

In case of serious illness or injury at school, whom shall we call if you cannot be reached? (A relative or friend living near you)

### First Choice

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

### Second Choice

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

If no answer at above two numbers, may we call:

1. Your family physician listed below?  Yes  No
2. If he is not available, another local physician?  Yes  No

Family Physician \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Signature of person responsible for payment. \_\_\_\_\_

# HIS Academy Christian School of Excellence

## Parent-School Agreement

IN ORDER TO SOLEMNIFY the desire of the undersigned parties to glorify the Lord with their obedience to Him and to promote a clear understanding of the duties and responsibilities of each party, the undersigned parties adopt the following agreement:

I, \_\_\_\_\_, for and in consideration of my child, \_\_\_\_\_, being admitted as a student at HIS Academy Christian School of Excellence, do hereby accept such admission and the duties and responsibilities entailed therein and agree to be bound by the terms of this Agreement:

1. I subscribe without reservation to the Articles of Faith and the Standards of Conduct of HIS Academy Christian School of Excellence and agree that my family will abide by these doctrines in all aspects of our lives, both at and away from school ministries and functions. I am a member of \_\_\_\_\_, faithfully attending all public services and taking an active part in the total church program. I agree to be loyal to the pastor and the church programs in word and in deed.
2. I understand and agree that the church and the school ministry are inseparable and that my child may be expelled from the school if either of us is out of fellowship with the church, as determined in the sole discretion of the pastor and the church leadership.
3. I understand and agree that the instructors and other school officials will guide the education of my child. I agree that my purpose in obtaining a Christian education for my child will be achieved by following the curriculum set by the instructors. To that end, I agree that I will require my child to perform all duties and responsibilities entrusted to him by the instructors and school officials to the best of his/her ability to their satisfaction. I will support the decisions of the instructors and school officials and will never attempt to undermine their authority. I understand and agree that during my child's enrollment the courses offered and the instructors teaching them may change from time to time at the discretion of the school leadership.
4. I understand and agree that my child has no right to publish and distribute a student newsletter or any other publication. I understand and agree that HIS Academy Christian School of Excellence has the right, in its sole discretion, to control what is published, circulated, or otherwise distributed at its school to its students or staff, and I will ensure that my child understands this provision.
5. I understand and agree that attending HIS Academy Christian School of Excellence is a privilege and the school reserves the right to suspend or expel my child from the school in accordance with its official policies as determined by the school. Notwithstanding anything to the contrary contained herein, this Agreement does not bind either party to any specific period of enrollment. Either party may terminate this Agreement without cause upon seven (7) days written notice. I understand that no rights or presumptions of continued enrollment are conferred or implied by this Agreement or by a number of consecutive Agreements. I further agree that no right to notice of renewal or no renewal of the Agreement is conferred or implied.
6. I agree to pay all tuition and fees in a timely manner as set forth in HIS Academy Christian School of Excellence Financial Information Statement. I understand that monthly tuition payments are due on the first day of each month. I further understand that if I fail to make a timely payment, my child may be withdrawn from school and I may be subject to late payment fees and other costs, including any necessary costs of collection in accordance with school policy.

7. As HIS Academy Christian School of Excellence is a Christian ministry organization, both parties agree that they would never make demands, threaten to sue, or actually litigate any matter whatsoever relating to or resulting from this Agreement. I understand that making demands, threatening to sue or actually litigating a matter against HIS Academy Christian School of Excellence clearly violates Biblical teaching and practice and shall constitute sufficient grounds for immediate withdrawal of all my children from enrollment at HIS Academy Christian School of Excellence. I understand that retaining or instructing an attorney to contact the ministry with regard to a potential claim or dispute will be interpreted as a threat to sue. Accordingly, the parties agree to resolve all potential claims, disputes or causes of action through binding arbitration using the procedures outlined in the attached procedures.
- a. I agree to follow the Biblical pattern of Matthew 18:15-17 and Galatians 6:1 and always give a good report. All differences are to be resolved by utilizing Biblical principles – always presenting a united front.
  - b. I agree to do everything in my power to avoid involving HIS Academy Christian School of Excellence in any legal proceedings, which may take place or legal requests for documents or testimony of school officials concerning the custody and/or education and upbringing of my child. I understand that if, in spite of my and my attorney’s best efforts, any school official is legally compelled to provide testimony or documentation beyond a copy of my child’s standard academic records, that my child may be immediately disenrolled from HIS Academy Christian School of Excellence and that my account may be charged for any and all expenses incurred in complying with such legal process.
8. The parties agree that there are no other agreements or understandings between them relating to the matter of this Agreement. This Agreement supersedes all prior agreements, oral or written, between the parties and is intended as a complete and exclusive statement of the agreement of the parties. Neither this Agreement nor its execution have been induced by any reliance, representations, stipulations, warranties, agreements or understanding of any kind other than those expressed therein. If any provision of this agreement is found to be void or voidable, it shall not affect the validity of any other provision. Both parties shall remain bound by all other provisions.
9. I certify that I will explain this agreement and its meaning to my child. I will assist the school in every way necessary to ensure my child abides by all the terms of this agreement.
10. I understand that this Agreement shall not take effect until fully executed by all parties.

IN WITNESS WHEREOF, the parties have executed this Agreement on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

By \_\_\_\_\_ By \_\_\_\_\_  
Mother Father

I understand this agreement and its content and agree to abide by its terms and all rules which apply to students.

By \_\_\_\_\_  
Student (Age 12 and above)

**ACCEPTED AND APPROVED**

By \_\_\_\_\_  
Principal



**HIS ACADEMY CHRISTIAN SCHOOL**



## **Statement of Cooperation and Conduct**

### **Grades 6 and Above**

I understand that as an older student at HIS ACADEMY CHRISTIAN SCHOOL, my conduct and lifestyle both at the school and in the community will reflect on my parents, my church, my school and myself. I will therefore agree to abstain from the use of possession of tobacco in any form, alcohol beverage, or illegal drugs. I will refrain from viewing or reading any illicit material. I will refrain from participating in worldly activities such as swearing, indecent language, gambling, stealing, pornography, sex before marriage, homosexuality or other sexual perversions, and involvement in music that does not bring glory to God. My dress and grooming will always reflect a standard of modesty and appropriateness. I will conduct myself by a code of conduct which states that I will be honest, will not cheat, and I will not LIE. My relationships will always remain pure, and my conduct will follow the Bible command to “Abstain from all appearance of evil.”

The selection of the restrictions mentioned in this pledge may appear arbitrary to some; however, this school believes that the restrictions named are outstanding types of conduct, which are detrimental to the standards established as its objective.

I understand that if I choose to engage in any of the above-mentioned activities, on or off the school premises or any other activity that the administration deems would bring a reproach to my school, the discipline may include dismissal from HIS ACADEMY CHRISTIAN SCHOOL.

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_



## HIS ACADEMY CHRISTIAN SCHOOL



**Please complete the authorization below and take this form to your current school office.**

Student's Full Name \_\_\_\_\_ Grade \_\_\_\_\_  
First MI. Last

Name of previous school \_\_\_\_\_

Address \_\_\_\_\_

In accordance with federal regulations regarding the privacy rights of parents under The Family Educational And Privacy Act Of 1974, the undersigned hereby consent to release to His Academy Christian School all educational records about the above-named individual who is applying to His Academy Christian School.

Date \_\_\_\_\_ Signature of Parent/Legal Guardian \_\_\_\_\_

### TO THE SCHOOL OFFICE OF REGISTRAR

The student named above has made application for admission to His Academy Christian School. We would appreciate you promptly sending or allowing the parent to receive the following information.

1. A transcript of the student's records to date, including for courses in progress.
2. A copy of the student's complete test profile.
3. All health records, including immunizations, vision and hearing tests.
4. Copy of all psychological reports.
5. Copy of Individual Educational Plan.
6. Copy of Special Education Placement Forms.
7. Birth Certificate.
8. Social Security card.
9. Behavior reports, letters of testimonials.

Thank you for your cooperation in advance.

This information should be email to  
or mailed to:

tonya@unityoffaith.org  
His Academy Christian School  
5587 Redan Road  
Stone Mountain, Georgia 30088  
(770) 469-3056

# Emergency Medical Authorization

Should \_\_\_\_\_, suffer an injury or become ill during the time that he or she is in the care of "**HIS ACADEMY**", the Academy shall undertake to contact me immediately and shall be authorized to secure such medical attention and care for the child as may be necessary. (The parent shall assume responsibility for payment). I agree to keep the Academy informed as to changes in telephone numbers, etc. where I may be reached.

The facility agrees to keep me informed of any incidents requiring professional medical attention involving my child.

Child's primary source of health care is:

\_\_\_\_\_  
Physician/Clinic Name Telephone Number

Known medical conditions (i.e.) diabetic, asthmatic, drug allergies: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Before any medication is dispensed to my child while at **HIS ACADEMY**, I will provide the Academy a written authorization, which includes; date, name of child, name of medication, prescription number (if any), dosage, and the date and time of day medication is to be given. Medicine will be in the original container with my child's name marked on it.

Signed \_\_\_\_\_ Date \_\_\_\_\_ Telephone \_\_\_\_\_  
Parent/Legal Guardian

**“HIS ACADEMY”**  
**Christian School of Excellence**  
**Sick Children Policy**

If a child has a fever-producing illness, he is not allowed in the Center. If he is already at the Center, we must call you to have him picked up. If a child has two bouts of diarrhea he must be picked up from the Center immediately. If a child has pink eye, he must be picked up and cannot return until he is on medication for 24 hours. For strep throat, the child must be on prescribed medicine for 48 hours before returning.

In the Center the child cannot be given Tylenol or medicines like it unless a Doctor's note is produced saying the child's condition is not contagious. Also, children cannot be given Pedialyte or similar electrolyte replacement fluids. These items tend to mask an illness that could be transmitted to other children.

Other children diseases such as Chicken Pox, Measles, Scarlet Fever, Impetigo, etc. are also not allowed in the Center. In addition, we need current shot records on file for every child. This is Law and is enforced by local Health Department.

**Immunization Requirements**

The following immunizations and immunization certificates are required for entrance into His Academy Christian School.

**For students entering kindergarten:** All children entering kindergarten must have, in addition to the other required immunizations, a completed series of the hepatitis B series (3 doses). This law was passed recently. Please complete form 3032. Children who have not completed the hepatitis series may be granted a 180-day waiver. Use Form 3115 (Rev. 1/97), Statement For Children Lacking Hepatitis B Vaccine Series, to record the waiver for those who have completed all required immunizations except hepatitis B.

**For students entering grades one through twelve:** All students entering grades one through twelve must submit a Form 3032 prior to entering school. Also, all sixth graders must have proof of having two MMRs prior to entering sixth grade.

**For students who do not receive immunizations:** If parents elect to exempt their children from immunizations, they must submit one of the following:

1. A letter from their pastor stating religious objections.
2. A letter from their doctor stating medical reasons.

**HIS ACADEMY  
PERSONAL PROPERTY AND  
PROPERTY OF OTHERS**

**PERSONAL PROPERTY:**

We know that there are times that children wish to bring items such as toys, games and videos to school for show-n-tell. However, here at HIS Academy we do not recommend that personal items such as those previously mentioned be brought to the school. HIS Academy will not assume any liability for student property that is lost, stolen or damaged.

**Church – School Property:**

We will attempt to instill a sense of responsibility and a respect for other people’s property in the students. However, if your child is responsible for the willful destruction or damage to property belonging to **Unity of Faith Christian Ministries**, you the parent will be responsible for the cost of repairing or replacing this property.

Please print and sign your name below stating that you have full understanding of this statement:

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Your Signature**

\_\_\_\_\_  
**Director or Assistant Director  
Signature**





## HIS ACADEMY CHRISTIAN SCHOOL Uniform and Dress Code Requirements



### GIRLS:

- Jumpers:** Navy blue, burgundy plaid or khaki jumper, with hem to the bottom of the knee. (K5 – 6<sup>th</sup> grade)
- Skirts:** Navy, burgundy plaid or khaki (no pants 1<sup>st</sup> –12<sup>th</sup>)  
(Skirts may not be shorter than bottom of knee, standing or sitting)  
(All 7<sup>th</sup> – 12<sup>th</sup> grade girls must wear long skirts)
- Shirts:** White, or light blue solid polo (K5 only). Light blue or white Peter Pan shirt (1<sup>st</sup> –6<sup>th</sup> only). White or light blue button down blouse (7<sup>th</sup> –12<sup>th</sup>)
- Sweaters:** Navy or, burgundy
- Shoes:** Conservative school-type shoes, such as, flat-heel polish types, campsides, loafers, lace-up casuals, and oxfords. Shoes must have a closed back and front. (Athletic shoes, boots, sandals, or formal dress shoes are not to be worn to school; however a pair athletic shoes will be needed for PE).
- Socks:** Socks, tights or nylons will be worn at all times.  
Socks or tights must be solid white, navy.
- Blazers:** Navy blue ( 7<sup>th</sup> grade and up)
- Ties** Navy or burgundy cross tie

- White Blouse, navy skirt will be required attire certain days or for certain occasions.
- No slogans on clothing (such as sweatshirts) or any other school names.
- Hairstyles are to be distinctly feminine and very conservative.
- Jewelry should be worn in heavy moderation.
- Earrings - One pair (1 earring in each lobe of the ear), no other piercing are permitted.
- Fingernail polish – no harsh, black colors or styles.
- Make-up should be to a minimum.
- No tattoos, real or fake.

Articles of jewelry or specific clothing items that are not covered in this dress code may be prohibited anytime during the year. The decision to prohibit an item will be made by the principal or administrator.

Monday, Wednesday, & Friday: Navy Blue skirts, light blue shirts, and blue tie

Tuesday & Thursday: Khaki skirt, burgundy plaid Jumper or skirt, white shirt, and burgundy tie



## HIS ACADEMY CHRISTIAN SCHOOL Uniform and Dress Code Requirements



### BOYS:

- Slacks: Navy blue or Khaki slacks (docker-style or dress)  
Not acceptable – grunge styles, pockets on sides like jump-pants, shredded bottoms.
- Belts: Black, blue or brown solid color.
- Shirts: White or light blue polo, (K5 only) White or light blue solid dress shirt (1<sup>st</sup> – 12<sup>th</sup>). No plaid, checked or striped shirts. **A plain white T-shirt must be worn under all dress shirts.**
- Socks: Socks are part of uniform and should be white, navy or black.
- Shoes: Shoes are to be conservative school-type shoes – Loafers, campsides, and tie-up shoes, polish type.
- Sweat Shirts: Navy or Burgundy (V neck or Cardigan)
- Blazers: Navy blue ( 7<sup>th</sup> grade and up)
- Tie: Solid navy or, burgundy, (1<sup>st</sup> – 6<sup>th</sup>) Blue with burgundy strip tie (7<sup>th</sup> - 12<sup>th</sup>)

- White shirt, blue tie and navy pants will be required attire certain days and for certain events.
- No jewelry is to be worn other than a watch or senior class ring.
- No tattoos, real or fake.
- Hairstyles are to be ***distinctly masculine***. Hair will be off the ears and collar, and will be cut in a tapered fashion. Fad styles, including coloring, twist, braids, or spiked are not accepted.
- Beards and mustaches are not accepted
- Clothing (such as sweatshirts) should not have slogans or other school names. Small designer-name logos/labels may be accepted.

Articles of jewelry or specific clothing items that are not covered in this dress code may be prohibited anytime during the year. The decision to prohibit an item will be made by the principal or administrator.

Monday, Wednesday, & Friday: Navy Blue pants, light blue shirts, blue ties

Tuesday & Thursday: Khaki pants, white shirt, and burgundy tie

# His Academy Christian School

## Book Cost



Grade	Cost
Five Year Old Kindergarten(Includes Cap & Gown)	\$170.00
First Grade	\$345.00
Second Grade	\$330.00
Third Grade	\$345.00
Fourth Grade	\$345.00
Fifth Grade	\$300.00
Sixth Grade	\$305.00
Seventh Grade	\$240.00
Eighth Grade	\$240.00
*Ninth Grade	\$485.00
*Tenth Grade	\$550.00
*Eleventh Grade	\$635.00
*Twelfth Grade	\$600.00 Plus additional fees

\*Ninth-Twelfth Grade books include a once-a-year Accreditation Fee of \$200.00.

\*Each student will pay an annual matriculation fee of \$170.00 in addition to book fee.