



Agape Christian Academy

Admissions Policy and Procedural Framework

1. Mission and Theological Foundation

Agape Christian Academy (ACA) exists to partner with the home and the church to disciple students through Christ-centered education. The admissions process identifies families seeking a distinctively Christian education where the Bible is the foundation for all truth and worldview. Admission is predicated on the belief that a student's education must be reinforced by the spiritual life of the home and the family's church.

2. Standards of Admissibility

To ensure ACA remains a mission-appropriate environment, the following standards apply to all applicants:

2.1 Spiritual Alignment

- **Statement of Faith:** Parents or guardians must affirm in writing their agreement with the ACA Statement of Faith, including its tenets on the authority of Scripture and the sanctity of marriage and gender.
- **Faith Affirmation:** At least one parent/guardian must affirm they have accepted Jesus Christ as personal Lord and Savior. In cases where one parent cannot affirm this, they must sign the "Admissions Supplement" agreeing not to oppose the biblical teachings of the school.
- **Church Participation:** Families must demonstrate active participation in a biblically sound, Christ-centered church. Verification from a member of the church's pastoral staff is required.



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2.2 Academic and Behavioral Suitability

- **Behavioral History:** ACA is not a facility for rehabilitation. Students with a history of severe disciplinary or academic challenges that exceed the school's resources may be refused admission.
- **Special Needs:** We desire to serve students well and recognize that we may not have the best resources or capabilities to meet all students' needs. Applicants with an IEP or 504 Plan must submit their most current Evaluation Team Report (ETR) for review by the Intervention Department. Admission is contingent on ACA's current capacity to meet the student's documented needs.
- **Age Requirements:** Students must be five (5) years old for Kindergarten or six (6) years old for First Grade on or before the first day of school of the enrollment year.

2.3 Racial Nondiscriminatory Policy

The governing board of Agape Christian Academy, located at 14220 Claridon Troy Rd, Burton, OH 44021 and 17791 Claridon Troy Rd, Hiram, OH 44234, has adopted the following racial nondiscriminatory policies:

Agape Christian Academy recruits and admits students of any race, color, or ethnic origin to all its rights, privileges, programs, and activities. In addition, the school will not discriminate on the basis of race, color, national and ethnic origin in the administration of its educational policies, admissions policies, employment, scholarship and loan programs, and athletic and other school-administered programs. ACA will not discriminate on the basis of race, color, or ethnic origin in the hiring of its certified or non-certified personnel.



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3. Admissions Procedures

ACA utilizes a four-phase workflow to ensure a thorough evaluation of each applicant:

Phase 1: Preliminary Interest and Campus Visit

- **Intake:** Families complete an interest form on the school website.
- **Engagement:** Families must attend a campus tour (Burton for PK-4, Troy for 5-12) to observe the educational environment.

Phase 2: Formal Application and Documentation

- **Submission:** Families submit the formal application via Gradelink along with a non-refundable application fee.
- **Records:** Required documents include a birth certificate, immunization records, comprehensive student records, and official transcripts or report cards for the two most recent school years.

Phase 3: Evaluation and Interview

- **Academic Assessments:** Applicants participate in entrance evaluations (e.g., Iowa Test or diagnostic platforms) to determine academic readiness and appropriate grade placement.
- **Pastoral Confirmation:** ACA verifies that the online Pastoral Verification form has been submitted by the family's church leadership to confirm active participation in a biblically sound church.
- **Family Interview:** A formal interview is conducted by the Campus Principal with the parents and the student. This interview serves as the primary mechanism to:
 - Verify the parents' written Faith Affirmation and alignment with the Statement of Faith.



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- Discuss the "Admissions Supplement" if applicable for non-affirming parents.
- Finalize the suitability of the partnership based on shared spiritual values and ACA's biblical mission.

Phase 4: Committee Review and Decision

- The Admissions Committee reviews the completed file, including all academic results and spiritual verifications, and issues a formal notification of acceptance, disapproval, or placement in the waiting pool.

4. Enrollment and Capacity Management

4.1 Waiting Pool Policy (Mission-Based)

ACA utilizes a "Waiting Pool" rather than a chronological list. When a seat becomes available in a capped grade level, the Admissions Committee selects an applicant from the pool based on mission-appropriateness, gender balance, and the student's ability to succeed within the current classroom dynamic.

4.2 Classroom Benchmarks

- **Optimal Class Size:** 15 students per grade K-6th; 18 students per grade 7th-12th.
- **Hard Cap:** 20 students (Burton, 15 for Kindergarten) or 24 students (Troy).
- **Expansion Threshold:** A minimum of 10-12 qualified students in the waiting pool is required to consider adding an additional class section.

5. Financial Policies and State Scholarships

As a chartered non-public school, ACA participates in the Ohio EdChoice Expansion Scholarship program to assist families with tuition.



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- **Tuition Obligation:** Families are responsible for all tuition not covered by state scholarships, as allowed by state law. All non-tuition fees remain the responsibility of the family.
- **Scholarship Coordination:** Families must provide ACA with a birth certificate and proof of residence (utility bill) less than 90 days old to initiate state scholarship applications.
- **Financial Standing:** Transcripts, records, grades, and reenrollment ability will not be available for students with an outstanding balance of \$2,500 or more until the debt is settled, as allowed by state law. All past due tuition and fees must be paid by June 30 in order to retain your enrollment position. Please note that all fees are non-refundable.

6. Partial Enrollment and Athletics

Homeschooled students may enroll in individual core courses at ACA. To be eligible for OHSAA-sanctioned athletics, the student must be physically enrolled in at least one full-credit, core subject course taken at the school campus.

7. Annual Admissions and Enrollment Timeline

ACA adheres to a tiered enrollment cycle to prioritize current families and maintain institutional stability.

7.1 Re-Enrollment Phase: January 1 - February 17

- **Priority:** Current school families have the exclusive right to secure their seats for the following academic year. Families who elect to re-enroll after the February 17th deadline will be placed in the open enrollment group, and their enrollment will not be guaranteed.



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- **Intake:** Early Enrollment applicants may begin submitting applications during this window. These applications will be held and will not be processed until the February Priority Phase begins.

7.2 Priority or Early Enrollment Phase: February 17–March 15

- **Priority Processing:** Applications from siblings of current students and early applicants from the intake pool are processed first, providing the first opportunity for available seats.
- **Evaluation:** Entrance testing and family interviews are scheduled and conducted as applications become complete.
- **State Window:** The Ohio EdChoice Scholarship application period opens February 1 for new and renewal applicants.

7.3 Rolling or Open Enrollment Phase: March 16–Full

- **Open Access:** Applications from the general public are accepted.
- **Batch Processing:** All other applicants are batch processed on a monthly basis until grade levels reach their established caps.
- **Wait Pool:** Once a grade level is full, qualified students are placed into the mission-based waiting pool for selection.

7.4 Critical State Deadlines

- **October 14: Proration Deadline.** Applications submitted to the state after this date will receive only a partial, prorated scholarship award for the remainder of the year.