



Application Process K5-8th Grade

- Complete and return the Pre-Registration Form
 - Include your non-refundable registration fee
- Complete and return the Application
 - Use N/A for any blanks
 - Have your child complete page 3
 - Be sure to include your child's SS#
 - Include a copy of your child's last report card
 - If your child has a 504 plan or an IEP, please include a copy

Admissions Process K5-8th Grade

1. Completed applications will be reviewed
2. An entrance exam will be scheduled (\$50 non-refundable testing fee)
3. The entrance exam results will be reviewed
4. One of three letters will be sent to you
 - a. *Acceptance* – Your child has been accepted
 - i. You will be given an enrollment packet
 - ii. You will be given an appointment date to bring your completed enrollment packet back to us
 - b. *Require more information* – Your documentation was incomplete
 - i. You will be given a list of missing items and a date to submit them to the school for review
 - ii. Once all information has been received, you receive our final determination letter
 - c. *Denial* – Your child has been denied acceptance to Heritage Academy
5. You will receive a statement showing any tuition and fees that are due.
 - a. The statement balance will be due prior to the first day of school
6. You will be required to attend Orientation the Friday before school begins at 7pm.