



APPLICATION FOR ENROLLMENT for all new students:

- Fill out an Enrollment Registration Form and a Student Application for each child. Submit all with the non-refundable* enrollment fee of \$100 per family to the school office. *This fee is non-refundable with enrollment *acceptance*. Make sure to include your Pastor letter of recommendation with the Student Application.
- You will be contacted by Darren Kloepper, Headmaster, to schedule an Orientation Interview.
- Complete the scheduled Orientation Interview. Students in grades 5th-12th are to complete a separate student interview with Darren Kloepper, Headmaster. This can be scheduled alongside the orientation interview.
- After the interviews are completed, you will be contacted by our Headmaster with your enrollment status.

REQUIRED DOCUMENTATION for all accepted new students:

- Birth Certificate: A certified/state issued birth certificate must be viewed, copied and verified by Three Oaks Staff.
- Immunization Record: Before starting at Three Oaks Christian School, all new students are required to have an Official Record of Immunizations on file or a signed exemption/waiver.
- Court documentation in the event of custody issues.
- Photo ID of legal parent(s)/guardian(s).
- Record Release Form for Student Records, if your child is transferring from another School or educational agency.

ADDITIONAL REQUIREMENTS & DOCUMENTATION BY GRADE LEVEL:

Elementary Level (K – 6th grade):

- Students will be scheduled for academic screening to ensure appropriate grade level placement.

Middle School Level (7th and 8th grade):

- Students will be scheduled for academic screening to ensure appropriate grade level placement.
- Transcript(s) from previous educational agency(ies), including home school, showing classes taken, curriculum used and percentage grading information.
- Course Selection Worksheet

High School Level (9th – 12th grade):

- Transcript(s) from previous educational agency(ies), including home school, showing classes taken, curriculum used and percentage grading information.
- Course Selection Worksheet

Upon acceptance, additional Parent/Student Handbook Forms Required. These forms will be available at the Back to School Event, a week before the first day of school.

- Enrollment & Tuition Policy Agreement
- Student Conduct Covenant
- Student Emergency Information Form
- Technology-Electronic-Cell Phone Use Form
- Permission to Use Photograph Form
- Doctrinal Statement
- Uniform Policy Agreement
- Vehicle Registration Form (student drivers only)
- Field Trip Permission & Liability Waiver Form
- School & Home Partnership Program Agreement (3 Day Program Only)

“Three Oaks Christian School admits students of any race, color, national origin, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national origin, and ethnic origin in administration of its educational policies, admission policies, scholarship admission policies, scholarship and other school-administered programs.”

Questions? Please call Darren Kloepper, Headmaster at 260-301-3478.

*Thank you for considering Three Oaks Christian School
as the choice for your child's education.*