

Student & Family Information

All new applicants to Boxford Academy's Elementary (K-6) programs must submit an application fee of \$25. Upon notice of formal acceptance to Boxford Academy, a non-refundable deposit of \$300 is due before March 1 and \$500 thereafter. Please refer to the current Tuition and Fee Schedule for further details.

Please provide the following information about your child:

Student's Name _____
First, Middle, Last

Grade Entering _____ Desired Year of Enrollment: _____

Date of Birth _____ Place of Birth _____

Address: _____

Phone # _____ Social Security # _____

Names and ages of student's brothers and sisters:

Student's School History: (Starting with the most recent)

School _____ grade(s) attended _____

School Location _____ dates attended _____

School _____ grade(s) attended _____

School Location _____ dates attended _____

School _____ grade(s) attended _____

School Location _____ dates attended _____

Will your child require tutoring? Yes No (*All tutoring costs are paid directly by parents to the tutor.*)

If so, in which subject(s)? _____

Please tell us about your child's particular needs or concerns: _____

Please provide the following information about your family:

Father's Name _____

Address (if different) _____ Zip _____

Phone # _____ E-mail: _____

Father's special abilities and interests: _____

Mother's Name _____

Address (if different) _____ Zip _____

Phone # _____ E-mail: _____

Mother's special abilities and interests: _____

Please answer the following questions:

I. Does your family attend church regularly? Yes No

If so, name of the church _____

II. Has your child been raised to believe in Jesus Christ as Lord and Savior? _____

III. Do you agree to the standards and practices of Boxford Academy as described in the Boxford Academy Handbook?

Yes No

IV. Have you explained to your child the expectations of the school, including obedience to authority and the Dress Code?

Yes No

Please indicate which tuition payment plan you intend to use next year:

(We use a third party billing service called SMART Tuition Service. See Tuition & Fees Schedule for details.)

Annually* Quarterly (Aug/Nov/Feb/May) Installment Plan (10 monthly payments August – May)

*(*Pay the entire year tuition by July 1 for a discount. See Tuition & Fees Schedule for details.)*

Parent/Student Contract

The undersigned do hereby agree, as a condition of admission to Boxford Academy, to the following:

We acknowledge that our child will be taught the Christian faith, and we agree to and will support such instruction.

We have read and understand the policies of Boxford Academy and agree to adhere to them.

We understand that our child is expected to exhibit respectful behavior toward all peers, faculty, and staff.

We will strive to help our child accomplish all assigned work in a timely and satisfactory manner.

Our child will participate in all normally scheduled school activities (*e.g.* physical education, art, music, chapel, field trips) except those that may be excused by the administration upon written request of parents or guardians.

We have read and understand the tuition and fees of the school, and agree to make payments on the schedule chosen by us. We understand that we are obligated to pay tuition for our child through the end of any quarter in which our child is enrolled and that failure to pay will result in grades being withheld until such time as full tuition is received.

Our child will abide by the established school uniform dress code. We further understand that we may be asked to return to school with the proper item of clothing if it is missing or replaced with unapproved items.

We understand that attendance at Boxford Academy is a privilege and that the privilege can be revoked at any time by the administration for cause after informing the parents of the rationale for such a decision.

We will volunteer at least eight hours (per family) of our time and talent to assist Boxford Academy annually.

We understand that, at the conclusion of any appellate action the decisions of the administration are final.

Father's Signature _____ Date _____

Mother's Signature _____ Date _____

Student's Signature* _____ Date _____

** Required for students entering grades 4 through 6.*

Note: Boxford Academy reserves the right to reject or remove any student who, in the opinion of the Academy, does not conform to the purposes and/or culture of the Academy, regardless of academic or other performance.

BOXFORD ACADEMY ADMISSIONS PROCESS

Boxford Academy admits students of any race, color, nationality, or ethnic origin.

Students are admitted as space is available and based on the satisfactory completion of the following requirements.

I. Informal Interview & Tour:

Come to the Academy with or without your children for a brief visit and tour with one of our Faculty. This will give you a chance to get to know our school and see us in operation.

II. Application and Registration Fee (one per student):

Complete and return this Application Form to the school along with the application fee of \$25.

III. Student Visits (required for K-6):

When the application is submitted, families should make an appointment with the office for prospective students to visit the school for three full days. These visits serve to introduce the applicant to our community and provide Boxford Academy an opportunity to evaluate the applicant. Kindergarten applicants visit for a half-day of Pre-School only. Students who are visiting the school should mimic our dress code as closely as possible, and plan to bring a lunch. Our day begins at 8:20 a.m. and ends at 3:00 p.m.

Applicants beginning the process after the close of the academic year will schedule appointments for placement evaluations during the summer.

IV. Board/Family Interview:

Once the student visits are completed, families should call the office to make an appointment for an interview by a member of our Board of Directors. **Parents and prospective students are interviewed together.** Following the interview, families will be sent a letter indicating the Board's decision.

The interview with the Board serves to provide both the school and family a chance to have an open discussion on the roles and expectations being agreed to. We are concerned with both the spiritual and academic formation of our students and school and the Administration must be aware of parents' clear support of both.

V. Academic Records & Medical Forms:

All Academic and Medical forms must be filled out and returned to the school office. A current Physician's Exam must be on file before the first day of school. Previously home-schooled students may submit any formal testing records or a copy of formal progress assessments, such as those submitted to the local Superintendent.

VI. Fees & Tuition Payments:

Pay your book and activity fees by July 1st, or before enrollment, if applying after that date, and choose a tuition payment schedule that works best for your family.

VII. Come and have a wonderful year at Boxford Academy!

Admissions Checklist (for office use only)

I. Interview & Tour

Informal Interview

II. Application & Fee

Application Received

Application Fee Paid

III. Student Visits

3 Student Visits

IV. Interview & Letters

Board Interview

V. Records & Forms

Records Release

Student Records

Emergency Contacts

Medical Release

Physicians Exam

VI. Fees & Tuition

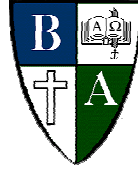
Book Fees Paid

First Tuition Payment

Last Name:

First Name:

Boxford Academy



*providing quality education with
Christian character formation*

Student Application Grades K - 6

Student and Family Information

Parent/Student Contract

Admissions Process & Checklist

For office use only:

Dates of Student Visits: 1) _____ 2) _____ 3) _____

Date Board Interview: _____ with _____

Board Decision: _____ Date: _____