

## Application Process

1. The following items must be completed and submitted to the school office BEFORE an interview can be granted.
  - Application form(s) with the non-refundable application fee(s).
  - Parent's Page read and signed.
  - Consent for Use of Photographs page read and signed.
  - Computer Use Contract read and signed for K5 through 8th grade students.
  - Copy of the birth certificate for K3, K4, K5 and T1.
  - Medical Report must be completed and signed by BOTH the parent AND the physician. If you are unable to secure an appointment before turning in the application, please complete your portion of the Medical Report, make a copy of the Medical Report and submit the copy with the application. You can then take the original copy to your child's physician when your child has their doctor's appointment.
  - Copies of child's previous school records. These school records must include report cards, standardized test scores, and any other special testing your child has ever had for any reason.
  - South Carolina Certificate of Immunization for students entering K3 through 8th grade.
  - Letter of Reference given to a current teacher and/or principal for them to mail back to MRCA.
  - Pastor's Reference Letter, if not a Mitchell Road Presbyterian Church member, needs to be mailed or given to your pastor for him to fill out and mail back to MRCA.
  
2. Upon receipt of the forms and fee(s) listed above, you will be contacted regarding an interview with the Admissions Director. The prospective student needs to be present at the interview. The following will be discussed at the interview:
  - Parents' brief testimony of their personal relationship with Jesus Christ.
  - Child's school records.
  - Forum for questions and answers.
  - Entrance testing of students entering K4 through 8th grade.
  - Medical Report which must be completed and signed by BOTH the parent AND the physician before the student enters school. If you are unable to secure an appointment before submitting the application, please give the date of the doctor's appointment to the Admissions Director at the interview.
  - The non-refundable registration fee will be collected to reserve a space for your child. Notification of acceptance or denial will be given via a phone call and/or a letter which will follow in the mail after the entrance evaluation.
  - For fall enrollments, the one-time non-refundable Family Enrollment Fee of \$250 is due by June 15; otherwise, this fee is due at the time of enrollment.
  
3. The purpose of MRCA is to provide an excellent education to Christian families whose children are performing on grade level; therefore, admission to MRCA is primarily based on three criteria:
  - At least one parent is a Christian.
  - The prospective student is performing on grade level.
  - The prospective student gives evidence of good conduct and attitude.

A family not meeting these criteria may be denied acceptance to MRCA.

***Thank you for your interest in enrolling your child at Mitchell Road Christian Academy.***

Please call the school office at 864-268-2210 if you have questions.