



# CANON CHRISTIAN ACADEMY

A MINISTRY OF CALVARY CHAPEL RIO GRANDE VALLEY

19381 N HWY 314 ♦ BELEN, NM ♦ 87002

505-859-4041



## NEW STUDENT APPLICATION PACKET

### **THIS PACKET CONTAINS THE FOLLOWING**

- Cover Letter
- General Information
- Tuition Information
- New Student Application
- Church Verification

### **CCA APPLICATION PROCEDURES**

Prior to submitting an Enrollment Application, please carefully read the following information.

**Step 1** No application will be accepted or processed without all the requirements listed below. Please turn in the following:

- ☐ Completed Application
- ☐ Completed Church Verification Form
- ☐ Non-refundable Application Fee
- ☐ Original Birth Certificate (we will make a copy and return the original to you)
- ☐ Original Immunization Records (we will make a copy and return the original to you)
- ☐ Most recent Report Card (Not required for Kindergarten)
- ☐ Most recent Standardized Test Results (for grade 3<sup>rd</sup> thru 12<sup>th</sup>)

**Step 2** CCA's Admissions Committee will review all applications submitted in light of its admissions policy. If preliminary approval is received, you will then be contacted to schedule an assessment test date for your child as well as a face to face interview. (Testing will take approximately 3-4 hours, depending on the student being tested.)

You will be notified during your interview or by mail or phone of the Admissions Committee's final decision.

**Step 3** Upon acceptance you will be given the Student/Parent Handbook and an Enrollment packet. The Enrollment packet will contain all of the remaining forms, information, and contracts. This packet is to be completed and returned to the school office as soon as possible. Final enrollment is not complete until this packet is return to the school office with payment.

- Your student may be withdrawn if the Enrollment packet is not returned within two weeks of receiving the packet.
- Non-acceptance: If the Admissions Committee determines we are unable to place your child at our school we will disclose to you the reason for this decision.
- PLEASE NOTE: Submitting an application, application fee and other pertinent information does not constitute acceptance into our program.

Dear Prospective Parent/Guardian:

Thank you for your inquiry regarding Canon Christian Academy (CCA). We have enclosed the information requested which details our school's program along with the necessary registration papers.

We understand that the decision of selecting a school that will best meet the future needs of your family is an important one. The vision and philosophy of any school you consider should be a clear extension of your own personal beliefs and values. Selecting a private Christian school does not only require an investment of your time and money, but a commitment to uphold and reinforce those standards and characteristics of that particular school. As you prayerfully consider submitting an application for your child at CCA, I encourage you to first read through all the enclosed information.

As a ministry of Calvary Chapel Rio Grande Valley (CCRGV), we will uphold and reinforce the same belief systems as the church. As a ministry of the church, we at CCA will fulfill God's calling to assist parents in their God-given responsibility to educate their children (Deuteronomy 6:7-9 and 11:19-21). CCA emphasizes a strong biblically based program with accelerated academics and a high level of parental involvement. Therefore, CCA seeks to bring to its campus students and families who are also committed to spiritual, intellectual and personal excellence.

CCA is intended to meet the needs of Calvary Chapel Rio Grande Valley families and others who are in agreement with our vision, mission, statements of beliefs and philosophy. All applicants accepted into our program will be required to support and comply with our biblical beliefs and behavioral standards. Our admissions committee carefully reviews each application in relation to the eight areas of consideration as outlined in our admissions policy (enclosed). While our admissions policy is designed to enroll students primarily from Christian families, we do make some exceptions after prayerful review and consideration as led by the Holy Spirit.

If you have any questions, my staff & I would be happy to assist you. You are invited to call and schedule an appointment with one of our office assistants to tour our campus.

May God bless you as you seek His will in this important matter.

In His service and yours,

A handwritten signature in cursive script that reads "Ray Jaramillo". The signature is written in dark ink and is positioned above the printed name.

Ray Jaramillo, Canon Christian Academy Superintendent

## **GENERAL INFORMATION, ADMISSION POLICY, OUR STATEMENT OF FAITH AND OUR ACADEMIC OBJECTIVES**

### **GENERAL INFORMATION**

- CCA is a non-denominational Christian school offering K through 12th grade classes. The school was founded as a ministry of Calvary Chapel Rio Grande Valley (CCRGV), serving CCRGV families and those who affirm the same goals and beliefs as CCRGV. Our goal is to establish a reputation of academic and spiritual excellence.
- CCA does not discriminate on the basis of race, color, national or ethnic origin.
- We offer a traditional school year program (August through May).
- All teachers are educated and dedicated Christians with a call to minister.
- All new students applying to CCA are given an assessment test to assist in determining program placement/readiness. (Some students may not qualify for the grade for which they applied.)
- CCA does not provide transportation to and from school.
- Tuition is charged by the year and is divided into ten monthly payments for the convenience of the parent. Tuition will be prorated for students entering/withdrawing during the school year.
- Based on your child's assessment results, prior report card grades, standardized test scores, and/or outside professional evaluations, the administration determines the appropriate grade placement within our program.

Kindergarten through 1st grade must meet our age requirements as follows

- K: Child's 4th birthday must be before September 30<sup>th</sup> (of that school year).
- 1st: Child's 6th birthday must be before September 30<sup>th</sup> (of that school year).

Although CCA does not officially stipulate an age requirement for entrance into 2nd – 12th grade, students transferring to CCA, who would not have previously met our age requirements as indicated above, may not qualify for placement in the grade requested by the parent/guardian.

### **ADMISSIONS POLICY**

CCA does not discriminate on the basis of race, color, national or ethnic origin. Enrollment at CCA is a privilege, not a right. At CCA, we seek to bring to our campus, students and families who are committed to spiritual, intellectual and personal growth. Families selected to attend CCA are expected to exhibit a consistent godly testimony during the course of the school year. The admissions committee of CCA carefully and prayerfully weighs each application for enrollment based on the following criteria:

1. Affirmation of and compliance with the biblical standards or morality and ethics as taught and upheld by Calvary Chapel Rio Grande Valley and Canon Christian Academy
2. Willingness and desire to follow Jesus Christ
3. Regular involvement in a Bible-teaching church
4. Student's grades, standardized tests, and conduct
5. Interview(s) with parents/guardians
6. CCA assessment results
7. Parent/Guardian commitment to uphold all school policies and procedures
8. Student's desire to attend CCA

Note: Students applying for Seventh-Twelfth grade may have to have an interview, by themselves, with the CCA Admissions committee.

The Admissions Committee of CCA reserves the right to determine whether or not our school is able to meet the spiritual, social and academic needs of each applicant. In certain cases, it may be in the best interest of the school that the admissions committee declines an enrollment request for a prospective student. The presence of major concerns could have an adverse effect on classmates, the Christian testimony and the culture of CCA. The admissions committee of CCA reserves the right to give preemptive consideration to any application as led by the Holy Spirit.

## **OUR STATEMENT OF FAITH**

We believe:

- In one God, the creator and sustainer of the universe, eternally existent in three persons: Father, Son, and Holy Spirit.
- In the divine inspiration, infallibility and final authority of the Bible as the Word of God.
- In the uniqueness of man, by virtue of his special creation in God's image, and his responsibility to understand and master the world to the glory of God.
- In the unique Deity of the Lord Jesus Christ, the incarnate, virgin-born Son of God.
- In the representative and substitutionary death of our Lord Jesus Christ as the necessary atonement for our sins.
- In the resurrection of the crucified body of our Lord and that blessed hope, His personal return.
- In the power of the Holy Spirit in the work of regeneration and His continuing work in the heart of the believer.
- In the bodily resurrection of the just and the unjust, the everlasting blessedness of the saved and the everlasting punishment of the lost.
- In the spiritual unity of believers in our Lord Jesus Christ. That marriage is exclusively the legal union of one genetic male and one genetic female sanctioned by the state and evidenced by the marriage ceremony.

## Tuition & Fees 2025-2026

### New Students

Grades Kindergarten		
APPLICATION FEE: Due with new student's application. This fee is non-refundable and covers screening.	\$55	
ENROLLMENT FEE: Paid with the Enrollment Packet after student has been accepted. This fee is non-refundable and covers transcript establishment & processing.	\$125 before July 11 <sup>th</sup> \$225 after July 11 <sup>th</sup>	
TUITION: Tuition includes: All instruction, books, art lab fee, testing, & record.	Annual \$6135	10 Months- \$614 12 Months- \$511
Grade 1 <sup>st</sup> -6 <sup>th</sup>		
APPLICATION FEE: Due with new student's application. This fee is non-refundable and covers screening.	\$55	
ENROLLMENT FEE: Paid with the Enrollment Packet after student has been accepted. This fee is non-refundable and covers transcript establishment & processing.	\$125 before July 11 <sup>th</sup> \$225 after July 11 <sup>th</sup>	
TUITION: Tuition includes: All instruction, books, testing, art lab fee & records.	Annual \$6288	10 Months- \$629 12 Months- \$524
Grade 7 <sup>th</sup> – 8 <sup>th</sup>		
APPLICATION FEE: Due with new student's application. This fee is non-refundable and covers screening.	\$65	
ENROLLMENT FEE: Paid with the Enrollment Packet after student has been accepted. This fee is non-refundable and covers transcript establishment & processing.	\$125 before July 11 <sup>th</sup> \$225 after July 11 <sup>th</sup>	
TUITION: Tuition includes: All instruction, books, testing, records, & lab fees	Annual \$6839	10 Months- \$684 12 Months-\$570
Grade 9 <sup>th</sup> -12 <sup>th</sup>		
APPLICATION FEE: Due with new student's application. This fee is non-refundable and covers screening.	\$65	
ENROLLMENT FEE: Paid with the Enrollment Packet after student has been accepted. This fee is non-refundable and covers transcript establishment & processing.	\$125 before July 11 <sup>th</sup> \$225 after July 11 <sup>th</sup>	
TUITION: Tuition includes: All instruction, books, testing, records, & lab fees	Annual \$7636	10 Months-\$764 12 Months-\$636
Discounts (ONLY ONE can be used per family.)		
Pre-payment discounts Tuition must be paid in full on or before June 13 <sup>th</sup> .	\$500 per student	
Pre-payment discounts Tuition must be paid in full on or before July 11 <sup>th</sup> .	\$300 per student	
Multi-student discount	First student* Full Tuition Second student* \$500 off Tuition Third student* \$800 off Tuition Families with four or more children can make an appointment with the Headmaster to discuss additional discounts. *Discount taken off lowest tuition	
For Financial Aid, please pick up a packet at the front desk. Deadline for packet is July 11 <sup>th</sup> . Packets will be verified by August 5th.		
**Tuition does not include: tutoring services, athletics, or field trips**		

FULL NAME (FIRST, MIDDLE, LAST)			PREFERRED NAME	
GRADE APPLYING FOR	DOB	GENDER (M/F)	STUDENT CELL PHONE/EMAIL	
ADDRESS			STATE, ZIP	
<b>DEMOGRAPHICS:</b> OPTIONAL. FOR ACCREDITATION PURPOSES. (PLEASE CIRCLE ONE) AMERICAN INDIAN    ASIAN/PACIFIC    BLACK/AFRICAN AMERICAN    HISPANIC    WHITE    OTHER: _____				
<b>MARITAL STATUS OF PARENTS</b> (CIRCLE ONE)    MARRIED    SINGLE    SEPARATED    DIVORCED    WIDOWED				
<b>WHO HAS LEGAL CUSTODY OF THE APPLICANT?</b> (IF OTHER THAN PARENT MUST PROVIDE LEGAL DOCUMENTATION)				
<b>WITH WHOM DOES THE APPLICANT LIVE?</b>				
<b>PRIMARY FAMILY</b> (Primary Family will receive all communications)				
FATHER NAME		MOTHER NAME		
E-MAIL		E-MAIL		
CELL PHONE	WORK PHONE	CELL PHONE	WORK PHONE	
COMPANY	JOB TITLE	COMPANY	JOB TITLE	
ADDRESS (IF DIFFERENT FROM ABOVE)			STATE, ZIP	
<b>CHURCH AFFILIATION OF PRIMARY FAMILY</b>				
NAME OF CHURCH		NAME OF PASTOR		
DO YOU ATTEND CHURCH WEEKLY?		HOW MANY YEARS/MONTHS AT CURRENT CHURCH?		
<b>SECONDARY FAMILY</b> (if applicable)				
FATHER NAME		MOTHER NAME		
E-MAIL		E-MAIL		
CELL PHONE	WORK PHONE	CELL PHONE	WORK PHONE	
COMPANY	JOB TITLE	COMPANY	JOB TITLE	
ADDRESS			STATE, ZIP	
<b>CHURCH AFFILIATION OF SECONDARY FAMILY</b>				
NAME OF CHURCH		NAME OF PASTOR		
DO YOU ATTEND CHURCH WEEKLY?		HOW MANY YEARS/MONTHS AT CURRENT CHURCH?		
<b>SIBLING INFORMATION</b>				
LIST ANY SIBLING(S) CURRENTLY ATTENDING CCA AND THEIR GRADE(S)				
LIST ANY SIBLING(S) CURRENTLY APPLYING FOR CCA AND THEIR GRADE(S)				

SCHOOL HISTORY		
SCHOOL NAME	PHONE	GRADES ATTENDED
SCHOOL NAME	PHONE	GRADES ATTENDED
SCHOOL NAME	PHONE	GRADES ATTENDED
SCHOOL NAME	PHONE	GRADES ATTENDED

SUPPLEMENTAL INFORMATION		
HAS YOUR CHILD BEEN TESTED FOR BEHAVIORAL, EMOTIONAL OR LEARNING PROBLEMS? (If yes, results must be submitted with this application, such as an IEP)		YES NO
HAS YOUR CHILD EVER BEEN ENROLLED OR RECOMMENDED FOR ANY OF THE FOLLOWING SPECIAL CLASSES? (CIRCLE ONE)    Gifted    Learning Disability    Speech Therapy    Physically Disabled    Other _____		
HAS YOUR CHILD HAD ANY PROBLEMS WITH DISCIPLINE IN A PREVIOUS SCHOOL? If yes, please explain		YES NO
DOES YOUR CHILD HAVE ANY TROUBLE WITH FINE OR GROSS MOTOR SKILLS? If yes, please explain		YES NO
IS IT DIFFICULT FOR YOUR CHILD TO FOLLOW DIRECTIONS? If yes, please explain		YES NO
HAS YOUR CHILD EVER REPEATED A GRADE? If yes, please explain		YES NO
HAS YOUR CHILD EVER BEEN SUSPENDED OR EXPELLED FROM ANY SCHOOL? If yes, please explain		YES NO
ARE THERE ANY UNUSUAL FACTORS IN YOUR CHILD'S LIFE AND/OR HOME SITUATION? If yes, please explain		YES NO
IS THERE A RESTRAINING/COURT ORDER THAT WE NEED TO BE AWARE OF? If yes, please explain		YES NO
HOW DOES YOUR CHILD FEEL ABOUT GOING TO SCHOOL?		
WHAT FORM OF DISCIPLINE DO YOU USE AT HOME?		
ARE YOU FINANCIALLY ABLE TO MEET THE MONTHLY TUITION REQUIREMENT?		
WHAT DO YOU SEE AS YOUR RESPONSIBILITY IN YOUR CHILD'S EDUCATION?		
IS THERE ANYTHING ELSE WE NEED TO KNOW ABOUT YOUR CHILD?		

AGREEMENT AND REQUIREMENTS FOR ADMISSION	
I HAVE READ AND AM FULLY AWARE OF CANON CHRISTIAN ACADEMY'S POLICY, WHICH STATES THAT THE APPLICATION FEE SUBMITTED WITH THIS APPLICATION IS NON-REFUNDABLE.	
I UNDERSTAND THAT ALL NEW ENROLLEES MUST TAKE AN ENTRANCE EXAM	
FATHER'S SIGNATURE	DATE
MOTHER'S SIGNATURE	DATE

## PARENT/GUARDIAN NARRATIVE

Canon Christian Academy is a ministry of Calvary Chapel Rio Grande Valley. Our mission is the same as Calvary Chapel Rio Grande Valley, which is to "Win, Disciple, and Send". Accordingly, our goal is to develop children to become spiritually and intellectually mature so they can serve God. This development must be a joint family and school endeavor. Please provide a brief narrative of the following so that we can better understand your relationship with God and how we might be able to better serve your family:

1. Your conversion and spiritual walk at the present time
2. Your current church involvement (if none, please explain)
3. Your primary reasons for selecting Canon Christian Academy for your child

[illegible]

FATHER'S SIGNATURE \_\_\_\_\_

DATE
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MOTHER'S SIGNATURE \_\_\_\_\_

DATE
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## STUDENT NARRATIVE 7<sup>th</sup>-12<sup>th</sup> Grades Only

Canon Christian Academy is a ministry of Calvary Chapel Rio Grande Valley. Our mission is the same as Calvary Chapel Rio Grande Valley, which is to “Win, Disciple, and Send”. Accordingly, our goal is to develop children to become spiritually and intellectually mature so they can serve God. This development must be a joint family and school endeavor. Please provide a brief narrative of the following so that we can better understand your relationship with God and how we might be able to better serve your family:

1. Your conversion and spiritual walk at the present time
2. Your current church involvement (if none, please explain)
3. Your primary reasons for selecting Canon Christian Academy for school

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

STUDENT'S SIGNATURE \_\_\_\_\_

DATE
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PARENT'S SIGNATURE \_\_\_\_\_

DATE
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A MINISTRY OF CALVARY CHAPEL RIO GRANDE VALLEY

19381 N HWY 314 ♦ BELEN, NM ♦ 87002

505-859-4041



## CHURCH VERIFICATION

**Section I: Parent/Guardian – Please complete Section I of this form before asking your pastor or a church leader to sign it and then return it with your Application for Registration. This verification must be signed every school year.**

Parent/Guardian Name(s) \_\_\_\_\_

Names of children applying to Canon Christian Academy:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Church \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

Church Telephone # (      ) \_\_\_\_\_

Pastor's Name \_\_\_\_\_ Denomination \_\_\_\_\_

Do you attend this church on a weekly basis? \_\_\_\_ Yes \_\_\_\_ No

Length of time affiliated with your current church: \_\_\_\_ Years \_\_\_\_ Months

List any areas of ministry in which you are currently involved \_\_\_\_\_

\_\_\_\_\_

**Section II: To be signed by a pastor or ministry leader.**

**I verify that the information stated above is an accurate reflection of the applicant's current church attendance/involvement.**

\_\_\_\_\_

Pastor/Church Leader's Signature

\_\_\_\_\_

Title

Comments (optional)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# CANON CHRISTIAN ACADEMY

A MINISTRY OF CALVARY CHAPEL RIO GRANDE VALLEY

19381 N HWY 314 ♦ BELEN, NM ♦ 87002

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Student's Name \_\_\_\_\_ Grade \_\_\_\_\_

**Confidentiality Statement:** By my signature hereon, I understand that the information furnished by the reference named below will become the property of Canon Christian Academy. Furthermore, I waive all rights to examine the responses given.

Parent/Guardian Signature \_\_\_\_\_ Date: \_\_\_\_\_

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The above named student has applied for admission to CCA. Please complete this confidential form and **return it within five (5) days** directly to the address listed below. Please **DO NOT RETURN TO THE APPLICANT**. Thank you for your immediate attention to this important part of our admissions process. This information will be held in the strictest confidence.

**Canon Christian Academy**

**19381 N HWY 314**

**Belen, NM 87002**

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1. How long have you known the applicant? \_\_\_\_\_

2. What is the nature of your relationship to the student? (Teacher, Friend, Pastor, Coach, etc. *Please Note: References from relatives NOT accepted.*) \_\_\_\_\_

3. Can you recommend this applicant to Canon Christian Academy? Yes/No, if no, Please explain. \_\_\_\_\_

\_\_\_\_\_

4. Is the applicant in good physical and mental health? Yes/no, if no, please explain. \_\_\_\_\_

\_\_\_\_\_

5. To your knowledge, has the family been supportive of school (classroom) policy? Yes/no, if no, please explain \_\_\_\_\_

\_\_\_\_\_

6. Please give any other information you think the Admissions Committee should know. \_\_\_\_\_

\_\_\_\_\_

7. Please rate the applicant on the following traits using a scale of 1-4  
(Excellent=4; Good=3; Average=2; Poor=1)

Characteristics	4	3	2	1
Academic promise				
Dependability				
Honesty				
Industriousness				
Cooperation				
Emotional stability				
Interaction with peers				
Social habits				
Attitude toward authority				
Spiritual awareness				
Appearance and neatness				

8. Do you have knowledge of this applicant being involved in any of the following?

Offense	Yes	No
Using Tobacco		
Drinking Alcohol		
Involvement with drugs		
Participating in immoral behavior		
Involved with legal authorities for unlawful acts		
Involved with any other questionable activities		
Suspended or expelled		
Involved in other school problems		

**Reference Information:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City/State: \_\_\_\_\_ Zip: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_