

SUNRISE ACADEMY

Hilliard, Ohio



APPLICATION FOR ADMISSION PROCESS

Please follow the process below if you would like for your child to be considered for enrollment at Sunrise Academy. If your child is being considered for Kindergarten through 5th grade then your child must successfully pass a pre-admission test administered by Sunrise Academy BEFORE they can be accepted.

***Please note, we currently do not have any seats available for next year.**

Step 1

Go to www.sunriseacademy.net

Choose Forms

Choose Admission Application

- Print Information. (This includes the Application for Admission, Required Documents and Admission Policy.)

Step 2

Complete Application for Admission and mail it with the required documents and a \$25 **non-refundable** processing fee to:

**Sunrise Academy
Attn: Admissions Committee
5657 Scioto Darby Road
Hilliard, Ohio 43026**

Applications will not be accepted at the school. You must mail all documents to the address above.

For EdChoice COLUMBUS CITY SCHOOL Voucher applicants – You will be called to Sunrise Academy to complete further paperwork if your child is accepted for enrollment and qualifies for a school voucher. NOTE: Students will not be considered for admission if the application is incomplete, required documents are missing, or failure to pass pre-admission test according to Sunrise Academy standards.

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NOTE: Sunrise Academy does not have any seats available for the 2012-2013 academic school year. Should you still desire to fill out an application for admission for your child, then we will keep it on file should a seat become available. If your child's application is chosen for an open seat, then they must successfully complete the application process BEFORE they can be accepted.

REQUIRED DOCUMENTS

The documents below and non-refundable \$25 processing fee must be received in order for your child to be considered for enrollment at Sunrise Academy.

- Completed Application for Admission (we are only accepting applications for KG through 5th grade)
- Copy of child's birth certificate or I-94
- Copy of child's social security card
- Copy of child's 2nd quarter report card (1st through 5th grade only)
- Copy of current utility bill
- Non-refundable \$25 money order for application processing

Please mail all documents to:

SUNRISE ACADEMY
Attn: Admissions Committee
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Applications will not be accepted at the school. They must be mailed to the address above. ***NOTE: Students will not be considered for admission if the application is incomplete, required documents are missing or failure to successfully pass pre-admission test accordingly to Sunrise Academy standards.***



ADMISSION POLICY

Students at SUNRISE ACADEMY will be expected to achieve academically to the best of their individual ability. No child, whose parents desire to enroll him/her in Sunrise Academy, shall be denied admission to the school on the basis of religious affiliation, race, color, gender or national origin.

The following criteria will be observed in determining enrollment priority of the students:

Kindergarten

- Must be 5 years of age by September 30th – **no exceptions**.
- Must be potty trained.
- Siblings of currently enrolled student(s), staff children and Sunrise Academy Pre-K will receive priority enrollment.
- Must successfully complete a pre-admission test administered by Sunrise Academy that meets Sunrise Academy standards.
- **Available seats will be filled by rank of highest to lowest academic performance based upon pre-admission test results given by Sunrise Academy.**

1st Grade through 5th Grade

- Must have an acceptable level of English communication skills.
- Academic level must meet expectations of current grade level curriculum.
- Must not have had any pattern of disciplinary problems at other schools.
- Siblings of currently enrolled student(s) and staff children will receive first consideration.
- Must successfully complete a pre-admission test administered by Sunrise Academy that meets Sunrise Academy standards.
- **Available seats will be filled by rank of highest to lowest academic performance based upon pre-admission test results given by Sunrise Academy.**

Students will not be admitted to class on the first day of the school year unless all necessary paperwork has been completed and the first tuition payment and material fee has been received in the director's office. The director with consultation of teaching staff will determine placement of students into the classrooms.

NOTE: While SUNRISE ACADEMY intends to maintain this policy, it reserves the right, at any time, to change any or all of the provisions of this policy including termination of this policy.

