



Enrolment Process and Checklist for New Families (2018-19)

Thank you for considering Edmonton Christian Schools!

Please read and follow this checklist carefully

1. Enrolment Boundaries and Limits:

Edmonton Christian Schools (ECS) wishes to enroll all new families who sincerely desire Christian education for their children. In order to best accommodate all families we have **Enrolment Boundaries** and **Optimal Enrolment Limits** in place. The term "new family" applies to families that did not have a child registered in ECS (grades K-12) in 2017-18.

Enrolment Boundary:

- **Edmonton Christian Northeast School:** New families wishing to register their children at ECNS must reside **east of 82nd street**. This boundary encompasses areas outside of the City of Edmonton such as Sherwood Park, Gibbons, Fort Saskatchewan, Bon Accord and CFB Edmonton/Lancaster Park. This boundary will be enforced due to overcrowded schools in the north-east part of Edmonton.



READ
THIS!

Enrolment Limits:

- If the number of new student applications exceeds the number of available spaces at West School, Northeast School or the High School, new students will be chosen by a **random selection** conducted by Edmonton Public Schools on April 25.
- Only applicants who have submitted all documents and fees listed in Section 3 of this *Checklist*, **and** who have attended the information session described in Section 4 may participate in a random selection.
- After April 25 new students may be enrolled on a first-come, first-served basis only in grades which have space and were not part of the random selection process.

* Students are enrolled in the following priority order:

1. Students who attended Edmonton Christian Schools (grades K-12) in 2017-18;
2. Siblings of students who attended ECS in 2017-18;
3. New students who live within the enrolment boundary of their preferred school;
4. New students who live outside of the enrolment boundary of their preferred school.

2. Priority Deadline: April 16, 2018: 4:00 p.m. (Monday)

- Because of the enrolment limits described above, the following deadline will be enforced: **Monday, April 16, 2018 at 4:00 p.m.** *Applications for Enrolment*, including all supporting documents and the \$25 application fee, must have arrived at one of our schools by that date and time. **See reverse for required paperwork and documentation.**
- Following this deadline, admissions will be determined on a first-come, first-served basis *only for grades for which there was no random selection*. Grades for which a random selection was conducted are deemed full; no more students will be admitted to those grades.
- In all cases families will be informed of admission decisions in a timely manner.



READ
THIS!



CONTINUED OVER....

3 Required Paperwork and Fees (*forms are included in this package*):

- ✓ *Application for Enrolment* in Edmonton Christian Schools (1 per family), including *Student Information Sheet*. This *Application* may also be submitted online at www.edmchristian.org.
- ✓ Edmonton Public Schools *Student Registration* (1 per student) or notice on *Schoolzone* if enrolled at another Edmonton Public School in 2017-18;
- ✓ *Partnership Agreement* signed by all parents and students;
- ✓ Copies of most recent Report Cards/Progress reports for each student;
- ✓ Copies of Birth Certificates or citizenship documents for each student;
- ✓ Signed *Summary Statement of Faith* – optional;
- ✓ \$25 non-refundable application fee (cheques payable to ESCE).

4 Participate in a mandatory information session:

Parents must attend an information session at their preferred school to discuss the Christian program and answer any remaining questions. **Only families who have attended an information session are considered for admission.** We will contact you by email to arrange this session.

Please call the Society Office if you have any questions about the enrolment process:

- 780-476-6281
- societyoffice@edmchristian.net