



## *First Baptist Academy Enrollment Checklist*

**Only the registration fee is required for placement on the waitlist. However, to ensure your child is placed in a class or on the waitlist, please submit all the following items marked with an asterisk with your completed application and registration/enrollment fees.**

- \*Completed Application – *signed and notarized*
- \*Non-refundable processing fee
- \*Tuition Cost Sheet – *plan selected and signed*
- \*Personal Information Form
- \*Handbook Agreement Form – *signed by both parents and 6-12th students*
- \*Insurance Waiver
- \*Birth Certificate
- \*Internet Authorization and Approval – *signed*
- \*ACSI Recommended Reading Form – *signed*
- \*Race and Ethnicity Form
  
- Interview with administration **Date:** \_\_\_\_\_
- Enroll in FACTS Tuition Management System *upon receiving enrollment confirmation from FBA Office* ([online.factsmgt.com/signin/4LSPJ](http://online.factsmgt.com/signin/4LSPJ))

**Physical/Immunization/Dental/Vision forms are due on or September 1<sup>st</sup> of year enrolling:**

- Completed Physical/Immunization Form  
**\*All students interested in participating in sports must have sports physical each year dated after June 1**
- Completed Dental Form
- Completed Vision Form

**For students transferring to FBA, the following forms are sent by parent to previous school for release of records:**

- \*Transcript Release Form
- Good Standing Report
- Educator's Recommendation Form