



## 2019-2020 ENROLLMENT INFORMATION

Dear Prospective Family,

Thank you for considering ECS for your child's educational journey! We look forward to partnering with your family. Below, please see directions for the enrollment process. Please note that your on-line application will not be processed until the following three steps have been finalized: 1.) On-line enrollment has been completed. 2.) Application fee has been submitted. 3.) Financial agreement form has been signed and returned. 4.) Interview has been scheduled and completed with our Admissions Counselor.

Please follow these steps for on-line re-enrollment (grades K2-12<sup>th</sup>):

1. Go to [www.ecscrusaders.com](http://www.ecscrusaders.com).
2. If your child is a previous ECS student or you have current ECS students please **DO NOT** continue with this option. Call the school office for further instruction.
3. Look for the Quick Link at the bottom right hand side. Select the New Student Registration.
4. Once logged in, please complete the on-line portion of questions.
5. The next step is to print the two page Financial Agreement form. We are providing a copy for each child in the family in your enrollment packet. Please ensure you sign for each individual child. This is also located on the school website under Forms < Admissions. Please select the 2019-2020 Financial Agreement Form. Please have both parents sign the second page if applicable.
6. If you do not have online access or a computer available to you, ECS will allow you to use a computer to complete the re-enrollment process.
7. Please submit payment by one of the following options: checks payable to Emmanuel Christian School, cash, or online payment through the school's website. All online payments will add an additional 4% to the total.

Additional important information:

1. The application fee is \$100 for each child if received in the office by **March 29, 2019**.
2. The application fee becomes \$150 for each child **BEGINNING April 1, 2019**.
3. There will be a \$30 Security Enhancement Assessment per family due with the Application Fee.
4. Just a reminder that requests for your child(ren) to have a particular teacher are not guaranteed. Parents contract with the school for educational services; not with the teacher. (Final determination of student placement is governed by a committee consisting of teachers, school administration and office personnel.)

Enrollment opens to our community on Monday, February 4. **Classes will be filled on a first-come, first-serve basis in the order that both completed applications and application fees are received.** Once a class has filled, all additional applicants will be placed on a waiting list.

Thank you for realizing that education is more than just knowledge and for choosing ECS to teach your child's mind, as well as, to train his/her heart.

Serving you and Him,  
ECS Administration & School Committee