

Heights Christian Junior High School

12900 Bluefield Ave.
La Mirada, CA 90638

Phone: 562 947-3309
Fax: 562 947-1001
E-mail: Office@HCJH.us
Web: www.HCJH.us

Dear Applicant,

I want to thank you for showing an interest in Heights Christian Junior High School. Enclosed you will find the Application Guidelines, the Student Application, the Pastor Recommendation form and the Tuition and Fee Schedule.

PLEASE LOOK CAREFULLY AT THE “2010/2011 APPLICATION GUIDELINES” PAGE!

We will begin accepting applications on Monday, February 1, 2010. Please make sure that all forms are filled out completely and that you bring in the following when you apply:

1. Completed application form
2. Pastor Recommendation form
3. Quarter 1 and Quarter 2 Report Cards
4. Immunization Records/Copy of Birth Certificate

If you have any questions, please don't hesitate to call our school office.

Sincerely in Christ,



Rolland Esslinger, Principal
Heights Christian Junior High School

HEIGHTS CHRISTIAN JUNIOR HIGH SCHOOL

2010/2011 Application Guidelines

Home of the Hawks!

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JUNIOR HIGH SCHOOL

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Enrollment Timeline for 2010/2011:

January 12—January 29, 2010

Re-enrollment open for students already enrolled in either Heights Christian Jr. High, La Mirada Heights, Brea Olinda Friends or Chino Hills Christian schools.

Tuesday, January 12, 2010

New Student Application and Pastor Recommendation forms available in the HCJH office. These forms can be picked up or mailed upon request.

Monday, February 1, 2010

NEW STUDENT APPLICATIONS ACCEPTED IN THE HCJH SCHOOL OFFICE.

Applications must be complete with pastor recommendation form along with Quarter 1 AND Quarter 2 Report Cards.

February 1—February 26, 2010

Applications will be reviewed and notification will be given by letter (as to acceptance or for an interview).



APPLICATION GUIDELINES FOR THE 2010/2011 SCHOOL YEAR

1. The Heights Christian Junior High office will be open from **7:30 am to 4:30 pm on Monday, February 1, 2010.**
2. Application packets **will not be accepted in the school office unless they are complete** with the following: a) ***Application Form*** with all sections completed and necessary signatures, b) completed ***Pastor Recommendation Form*** c) ***Immunization Records*** and d) ***Quarter 1 AND Quarter 2 Report Cards*** from the current school year.
3. Application packets can only be handed in by an immediate family member. **You cannot hand in an application packet for a friend (while waiting in line).**
4. **Application packets must be hand-delivered to the Heights Christian Junior High office.** *Application packets (if complete) will be accepted through the regular mail, BUT they will not be placed in the review order until AFTER February 1st. Those who walk them in on February 1st will be first in line.*
5. **Receipt of the Application packet does not guarantee acceptance.** Final acceptance will be determined by the HCJH administration after review of application materials and possible interview of the student and parent(s).

HOME OF THE "HAWKS"

Heights Christian Junior High School

**12900 Bluefield Ave., La Mirada, California 90638
562-947-3309 / Fax 562-947-1001**



Student Application 2010-2011

ACSI  Member

Fully Accredited by



**Email: Office@HCJH.us
Web address: www.HCJH.us**

Please return completed application along with each additional items (at the same time) to:

Please check each completed and enclosed item:

Heights Christian Junior High School
12900 Bluefield Ave., La Mirada, CA 90638

Application Q1 & Q2 Report Cards
 Pastor Recommendation Immunization Records

Application for Admission to Grade _____

Student Name _____ Nickname _____ Sex _____
(Last) (First) (Middle)

Address _____
(Street) (City) (State) (Zip)

Age _____ Date of Birth _____ Place of Birth – City _____ State _____

Home Phone # () _____ Dad's Cell # () _____ Mom's Cell # () _____

Preferred Contact E mail (print) _____

How did you find out about our school? _____

Father/Guardian Name _____ Occupation _____
(Please circle one - Living in the Home/Not living in the home)

Employer's Name _____ Telephone () _____

Employer's Address _____
(Street) (City) (State) (Zip)

Mother/Guardian Name _____ Occupation _____
(Please circle one - Living in the Home/Not living in the home)

Employer's Name _____ Telephone () _____

Employer's Address _____
(Street) (City) (State) (Zip)

If divorced or separated, who has:

Legal Custody: Father _____ Mother _____ Grandparent _____ Other _____

Physical Custody: Father _____ Mother _____ Grandparent _____ Other _____

Financial Responsibility: Father _____ Mother _____ Grandparent _____ Other _____

Parent not living with child:

Name _____ Telephone () _____

Address _____
(Street) (City) (State) (Zip)

Employer _____ Telephone () _____

For Office Use:

2010-2011 School Year

Date application received _____

Quarter 1 and Quarter 2 Report cards _____ Pastor Recommendation _____ Immunization Records _____

Accepted _____ Date Letter Sent _____ Not Accepted _____ Date Letter Sent _____

Registration fee – Date _____ Check # _____ Amt. _____ Cash _____ Amt. _____

STUDENT INFORMATION

School currently attending _____ How Long? _____

Address _____ Telephone () _____
(Street) (City) (State) (Zip)

Principal's Name _____ Teacher's Name _____

Reason(s) student is leaving/left school _____

Has your student been suspended, expelled, or had any disciplinary difficulty in school? _____ If yes, please explain briefly _____

Are there any unusual factors in the child's life that would help our staff to know? (Absence of father/mother, lives with grandparents, accidents or illnesses, premature birth, any kind of disability, etc.) _____

Medication student takes regularly _____ Reason for medication _____

Have you been satisfied with the education of your child until now? _____ If not, in what areas do you desire improvement? _____

Tell something about your child's strengths. _____

In what areas could your child use improvement? _____

Has your child ever been assessed for learning difficulties? _____ If yes, explain _____

List special interests or hobbies that your child enjoys. _____

What motivates your child to learn? _____

What one character trait of your child do you value the most? _____

What form(s) of discipline have you found effective with your child? _____

Are both parents/guardians in agreement about enrolling your son/daughter at HCJH? _____ If not, please explain: _____

MOTHER/GUARDIAN PROFILE

To be completed by Mother/Guardian

Mother/Guardian e-mail _____

Name _____ Mother _____ Step-Mother _____ Guardian _____
(First) (Last)

Name of Home Church _____ City _____

Are you a church member? Yes _____ No _____

What church services and meetings do you attend regularly? _____

Have you made a personal decision to accept Jesus Christ as Lord and Savior? _____ If yes, tell when and how: _____

Briefly describe your current relationship with God, history of your commitment, and your present church involvement. (If additional space is needed, a separate sheet of paper may be attached to application.) _____

List special interests and hobbies you do together as a family. _____

What practices do you follow that provide spiritual strength for your family? _____

Why have you chosen Christian schooling for your child? _____

What do you feel is the role of parents in their child's education? _____

What expectations do you have of a Christian school? _____

What do you want your child taught about God? _____

Why do you want your child to attend HCJH? _____

FATHER/GUARDIAN PROFILE

To be completed by Father/Guardian

Father/Guardian e-mail _____

Name _____ Father _____ Step-Father _____ Guardian _____
(First) (Last)

Name of Home Church _____ City _____

Are you a church member? Yes _____ No _____

What church services and meetings do you attend regularly? _____

Have you made a personal decision to accept Jesus Christ as Lord and Savior? _____ If yes, tell when and how: _____

Briefly describe your current relationship with God, history of your commitment, and your present church involvement. (If additional space is needed, a separate sheet of paper may be attached to application.)

List special interests and hobbies you do together as a family. _____

What practices do you follow that provide spiritual strength for your family? _____

Why have you chosen Christian schooling for your child? _____

What do you feel is the role of parents in their child's education? _____

What expectations do you have of a Christian school? _____

What do you want your child taught about God? _____

Why do you want your child to attend HCJH? _____

STUDENT PROFILE

To be completed by applying student

Name _____ Name you prefer to be called _____
(First) (Last)

Birth date _____ Name of last school attended _____

Name of Church you attend _____ City _____

How many times a month do you attend church? _____ Sunday School? _____

What are your parents doing at home to teach Christian principles to the family? _____

Have you made a personal decision to accept Jesus Christ as Lord and Savior? Yes _____ No _____ If yes, explain how and when: _____

Have you ever had difficulty with other students and/or teachers in your present school? _____

What instruments do you play? _____

What sports programs have you been involved in? _____

Have you held a position of leadership at school or church? _____ If yes, which position(s): _____

Have you ever been presented special prizes or awards? _____ If so, explain: _____

What are your hobbies and interests? _____

What is your favorite TV program? _____

What kind of music do you listen to? _____

What are your favorite school subjects? _____

What are your least favorite school subjects? _____

Is it your personal desire to attend Heights Christian Junior High? _____ If no, tell why: _____

If you desire to be admitted to this school, tell why: _____

If you are accepted as a student at this school, do you promise to abide by the school rules and use your influence to protect the good name of the school, its buildings and property? _____

Please complete closing questions, read final statements, date and sign below. The application must be completed and turned in with quarter 1 and 2 report cards, current immunization records and pastor's recommendation in order to be placed on processing list. You may call the school office if you have any questions regarding the application process.

I hereby release Heights Christian Junior High School from any liability if my child disobeys rules or leaves campus without permission, and the results end up in harm to my child.

We understand the standards of Heights Christian Junior High School does not tolerate profanity, obscenity in word or action, dishonoring God or the Bible, or disobedience and disrespect to the personnel of the school.

We agree not to participate in destructive criticism of the school staff, and if a problem arises, go directly to the Teacher or Principal in a Christian manner as indicated in Matthew 18:15.

We agree to encourage obedience to the rules and policies of the school. We authorize the school to employ such discipline, as it deems wise and expedient for our/my child. We agree to withdraw our/my child if, after reasonable effort has been made, he/she fails to make satisfactory academic progress, does not comply with the standards of the school, or we have unresolved issues with the school.

We agree to keep all school related payments up to date to ensure continued enrollment.

Statement regarding use of student's photographic images

Parents who do not wish to have their child's name, picture, art, written work, voice, verbal statements or portraits (video or still) appear in the school's publications including electronic publications, should notify the principal in writing at the start of each school year.

(A form is provided in the school office for your use.)

We agree and acknowledge that all information given on this application is correct and true.

Student Signature _____ Date _____

Father/Guardian Signature _____ Date _____

Mother/Guardian Signature _____ Date _____

OUR MISSION:

"At Heights Christian Junior High School we would like to see students and their families; through the learning process, brought into a relationship with the person of Jesus Christ. We strive for each of our students to be academically prepared for the next level of education and spiritually ready to be an effective servant of Christ in today's society."

"That from childhood you have known the sacred writings which are able to give you the wisdom that leads to salvation which is in Christ Jesus."
2 Timothy 3:15

STATEMENT OF FAITH:

Our Christian School is based on the truths revealed in the written Word of God. We interpret these truths to have the following implications for our educational program.

1. We believe the Bible to be inspired, the only infallible, authoritative Word of God.
2. We believe there is one God, eternally existent in three Persons: the Father, the Son, and the Holy Spirit.
3. We believe in the deity of Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death, in His resurrection from the dead, in His ascension to the right hand of the Father, and in His personal return in power and in glory.
4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature.
5. We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of damnation.
6. We believe in the spiritual unity of believers in Christ.
7. Our supreme desire is to know Christ and to be conformed into His image by the power of the Holy Spirit.

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Pastor Recommendation

(To be completed by a member of the Pastoral Staff or a Ministry Leader)

Student Name _____

Parents/Guardians Name _____

This family has applied for admission to Heights Christian Junior High School. We recognize that God has entrusted the education of children to their parents. Therefore, we endeavor to work in close relationship with the parents in helping develop, nurture and equip their children to positively impact their world for Jesus Christ. This form is one of several opportunities we give parents to communicate their commitment to the Lord Jesus and their understanding of Christian education to us. Your input will help us make an informed decision regarding admission. Thank you for sharing your thoughts with us.

1. **How long have you been acquainted with this family?** _____Years _____Months
2. **Is the father/guardian** _____member _____a regular attendee
Is the mother/guardian _____member _____a regular attendee
Is the student _____member _____a regular attendee
3. **Please answer the following questions by circling the appropriate number (5 being the best)**

Does the father/guardian participate in church sponsored activities?

5 4 3 2 1

Does the mother/guardian participate in church sponsored activities?

5 4 3 2 1

Do the children participate in church sponsored activities?

5 4 3 2 1

Comments _____

4. **What words or phrases come to mind when describing this family?** _____

5. **Would you recommend this family for acceptance at Heights Christian Junior High School?**

_____ recommend _____ recommend with reservation _____ do not recommend

Comments _____

Signature _____ Position _____

Name of Church _____

Address _____

Telephone Number () _____

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TUITION AND FEE SCHEDULE

2010-2011 (GRADES 7 & 8)

ACADEMIC PROGRAM 8:00AM TO 3:00PM

REGISTRATION FEE

New Student Payment Options:	\$425.00 due at the time of application
	<u>or</u> \$225.00 by February 19 th and \$200.00 by March 26 th
Returning Student Payment Options:	\$325.00 by January 29 th
	<u>or</u> \$200.00 by January 29 th and \$175.00 by March 5 th
	<u>or</u> \$425.00 <u>after</u> January 29 th

- ◆ Registration Fees are non-refundable.
- ◆ New Students are students entering 7th or 8th grade from schools other than Heights Christian Junior High, or Heights Christian Schools, Brea Friends and La Mirada campuses.
- ◆ Returning Students are HCJH students entering 8th grade, or students from Heights Christian Schools, Brea Friends and La Mirada campuses entering 7th grade.

TUITION

	YEARLY	10 EQUAL PAYMENTS	12 EQUAL PAYMENTS
First Child	\$5995.00	\$599.50	\$499.58
Second Child	\$5645.00	\$564.50	\$470.42
Third or Additional Child	\$5295.00	\$529.50	\$441.25

- ◆ There is a **3.5% discount** for paying the entire annual tuition fee prior to **August 1st**.
- ◆ The first tuition payment is due by **August 1st** (10-month payment plan) or due by **June 1st** (12-month payment plan).

EXTENDED DAY CARE PROGRAM

PROGRAM OPTIONS AND FEES

	TIME	YEARLY	10 EQUAL PAYMENTS	12 EQUAL PAYMENTS
Morning	6:45AM – 7:15AM	\$300.00	\$30.00	\$25.00
Late Afternoon	3:30PM – 6:00PM	\$750.00	\$75.00	\$62.50

PLEASE REFER TO ADDITIONAL TUITION AND FEE INFORMATION ON THE BACK OF THIS PAGE.



WE ACCEPT VISA, MASTERCARD, AND DISCOVER.

Non-Discrimination Policy

Heights Christian Junior High School admits students of any race, color, national or ethnic origin to all rights, privileges, programs and activities generally accorded to and/or available to students at school.

Heights Christian Junior High School is an affiliate of  Family Resource Ministries

STUDENT ACCOUNT INFORMATION

- ◆ There is a 3.5% discount for paying the entire annual tuition fee prior to August 1st.
- ◆ No discounts other than those listed above are available.
- ◆ Tuition is an annual fee based on the actual number of school days. For your convenience only, it has been divided into ten equal payments, beginning on **August 1st** and ending the last full payment on **May 1st**, or 12 equal payments beginning on **June 1st** and ending on **May 1st**.
- ◆ **All payments** (tuition, day care, late pick-up fees, extracurricular activities, etc.) **are due on the 1st of the month**. Accounts with any outstanding balance after the 5th of each month will be assessed a late fee.
- ◆ A service charge of \$40.00 will be assessed for each NSF check that is issued to the school. All checks physically returned to us by the bank have had two attempts made to be cleared, thus resulting in a total of \$40.00 in fees. After two returned checks, cash or money orders only will be accepted for future payments.
- ◆ In the event of early withdrawal, tuition will be due through the last day of actual enrollment plus 10% of the annual tuition.
- ◆ When using Visa, MasterCard or Discover, a \$7.00 convenience fee applies per transaction.

REGISTRATION FEE INFORMATION

- ◆ There is a Registration Fee cap of \$700 per family if paid before January 29th, and \$900 if paid after January 29th.
- ◆ Registration Fee includes: admissions process, textbook usage, technology curriculum, student accident insurance, SAT testing, yearbook, materials fee, emergency preparedness supplies, and ACSI membership.
- ◆ New Student Registration is due at time of application. Enrollment is not secure until all paperwork, testing, and family interviews are complete. Spaces will be held for families that choose the two-payment option as long as payment deadlines are met. If a student is not accepted for enrollment, \$375.00 of the Registration Fee will be refunded. If a student is accepted but later withdraws, the Registration Fee is non-refundable. Upon acceptance, being first on the waiting list is not a guarantee of next placement.
- ◆ Returning Student Registration is due in-full in order to secure enrollment. Spaces will be held for families that choose the two-payment option as long as payment deadlines are met. Enrollment for returning students who are in good standing is on a first-come basis.

EXTENDED DAY CARE INFORMATION

- ◆ Extended Day Care is not available on school holidays.
- ◆ Payments for day care are due on the 1st of the month; late fees will apply.
- ◆ A charge of \$1.00 per minute is charged for students picked up after 6:00 PM.
- ◆ Emergency use of Extended Day Care is \$5.00 per hour or any part thereof.
- ◆ Emergency use is limited to 5 uses per month. The monthly payment table above applies if Emergency use exceeds 5 per month.
- ◆ Participation in Extended Day Care is a privilege. Violation of any of the conditions of school enrollment may result in a student being refused the use of the Extended Day Care program.