



2012-2013 Application for Admission
7th-12th Grade

NEW STUDENT



HOW TO REGISTER YOUR STUDENT AT HORIZON CHRISTIAN SCHOOLS

Please note that your child's application materials are not considered eligible for enrollment until this **ENTIRE PACKET** has been completed and turned in **WITH PAYMENT**.

Submitting any portion of this packet, *including payment*, without a required piece will result in your application not being considered complete and the enrollment process will be delayed until everything has been received.

MIDDLE GRADES

1 Initial Contact. Attend an open house, experience a Miracle in the Making Tour, schedule a shadow day or speak with the principal or the admissions coordinator.

2 Complete Application and Pay the \$75 Application Fee. Submit a completed application and pay the application fee to be considered for formal acceptance into Horizon Christian Elementary & Middle School. Please note that a completed application will include parent initials on pages 8 & 13, parent signatures on pages 3, 4, 14 & 15, student initials on page 13 & student signature on page 9.

3 Additional Required Paperwork. The applying student must provide:

- The most recent report card
- The most recent standardized test scores. If test scores are not available, a time may be scheduled with the principal or dean of middle grades to take an assessment.
- Completed academic (1) and student character (2) reference forms.

All forms should be given to admissions coordinator.

4 All Paperwork Received. Once all required paperwork is received, the admissions coordinator will schedule the final interview with Horizon Christian Elementary & Middle School principal.

5 Final Interview with Principal. The interview includes the student and one/both parents or legal guardian(s) to determine final admission and takes approximately 30 minutes.

6 Registration fee is collected.

7 Create a FACTS Tuition Management Account. HCS Tuition is paid through a separate company called FACTS. Please visit www.horizonchristianschools.org, click the Admissions Tab, and then scroll down and click on FACTS Tuition. Under the FACTS tab, click on To Enroll in a Payment Plan. Select Account Set-Up and sign in as a New User. Once complete your student will be considered enrolled.

If you have any more questions or we could be of anymore assistance to you, please contact:

Sherri Brown
Middle Grades Admissions Coordinator
admissions.esms@horizonlife.org
503-692-9312

HIGH SCHOOL

1 Initial Contact. Attend a preview night, experience a Miracle in the Making Tour, schedule a shadow day, speak with the principal or the admissions coordinator.

2 Complete Application and Pay the \$75 Application Fee. Submit a completed application and pay the application fee to be considered for formal acceptance into HCHS. Please note that a completed application will include parent initials on pages 8 & 13, parent signatures on pages 3, 4, 14 & 15, student initials on page 13 & student signature on page 9.

3 Additional Required Paperwork. The applying student must provide:

- The most recent report card
- An unofficial copy of high school transcript.
- The most recent standardized test scores. If test scores are not available, a time may be scheduled with HCHS to take the test.
- Completed academic (1) and student character (2) reference forms.

All forms should be given to admissions coordinator.

4 All Paperwork Received. Once all required paperwork is received, the principal will review for admittance consideration.

5 Final Interview with Principal. The interview includes the student and both parents or legal guardians to determine final admission and takes approximately 1 hour.

6 Registration fee is collected.

7 Create a FACTS Tuition Management Account. HCS Tuition is paid through a separate company called FACTS. Please visit www.horizonchristianschools.org, click the Admissions Tab, and then scroll down and click on FACTS Tuition. Under the FACTS tab, click on To Enroll in a Payment Plan. Select Account Set-Up and sign in as a New User. Once complete your student will be considered enrolled.

If you have any more questions or we could be of anymore assistance to you, please contact:

Samara Hand
High School Admissions Coordinator
admissions.hs@horizonlife.org
503-612-6521

FAMILY INFORMATION*In our school directory we publish the following information: parent and student names, addresses and the primary phone number. We do not publish email addresses.***Father (or Guardian) Title:** Mr. / Dr.

Last Name: First: M.I.:

Address: City/State/Zip:

Primary #: Cell#: Work #:

Employer: SS#: Drivers License #:

Email: Is a Legal Custodian of Student? Yes No
 DO NOT publish my primary phone number in directory Lives with student? Yes No
Receives school mailings/academic reports? Yes No**Mother (or Guardian) Title:** Mrs. / Ms. / Miss / Dr.

Last Name: First: M.I.:

Address: City/State/Zip:

Primary #: Cell#: Work #:

Employer: SS#: Drivers License #:

Email: Is a Legal Custodian of Student? Yes No
 DO NOT publish my primary phone number in directory Lives with student? Yes No
Receives school mailings/academic reports? Yes No**Step-Father Title:** Mr. / Dr.

Last Name: First: M.I.:

Address: City/State/Zip:

Primary #: Cell#: Work #:

Employer: SS#: Drivers License #:

Email: Is a Legal Custodian of Student? Yes No
 DO NOT publish my primary phone number in directory Lives with student? Yes No
Receives school mailings/academic reports? Yes No**Step-Mother Title:** Mrs. / Ms. / Miss / Dr.

Last Name: First: M.I.:

Address: City/State/Zip:

Primary #: Cell#: Work #:

Employer: SS#: Drivers License #:

Email: Is a Legal Custodian of Student? Yes No
 DO NOT publish my primary phone number in directory Lives with student? Yes No
Receives school mailings/academic reports? Yes No

HORIZON CHRISTIAN SCHOOLS FINANCIAL POLICY

Unless otherwise informed, we assume at the time you enroll your student(s) that you are committed to keeping your student(s) at Horizon for the entire coming year. Most of the decisions regarding staff, room assignments, curriculum, and equipment purchases are made on the basis of an estimate of the number of students enrolled for the coming year as of April 1, of the preceding year. The following financial policies were formulated for this reason. Please read the following very carefully. If you have questions regarding this policy, feel free to contact the school office for clarification.

Application Fee: Prior to registering a new student in grades K-12 there is a one-time, non-refundable application fee of \$75. This fee covers the cost of evaluating the student to determine that there is a good match between what would best serve the student and what the school can offer. Provided that we can meet the student's needs, registration may proceed.

Registration Fee: There is an annual registration fee (see the fee schedule) to enroll a new or returning student. Payment of this fee is the foundation of planning and preparation for the new school year and is non-refundable and non-transferrable.

Parent Partnership Agreement: In an effort to keep our tuition lower while providing the best possible academic experience for the cost, parents with students in full-day kindergarten—12th grade are required to choose one of two options of service to any one of the schools:

- Option 1: Serve a minimum of 30 man-hours per family per school year. Please refer to the HCS Parent Partnership Agreement for a list of ways to get involved. Families will be billed for the time not served on May 1.
- Option 2: Pay a \$250 service fee (per family). This fee is due on or before October 1.

Fee Payments: Tuition fees are charged on an annual basis, but may be paid in one installment (3% discount if paid by July 1 prior to the school year) or in monthly installments (12 months beginning July 1 or pro-rated based on registration date). Tuition and fees must be paid in full by June of the respective school year. Students will NOT be considered enrolled for the new year until their financial account for the previous year is settled. Graduating Seniors will not receive their diploma until all tuition and fees are paid in full.

FACTS Tuition Management:

All tuition and fees are paid directly to *FACTS Tuition Management* and NOT to Horizon Christian Schools. The only exceptions to this are the *Application Fee* (new students only), the *Registration Fee* (due with registration paperwork) and *Athletic Participation Fees* (team sport athletes only grades 6-12). Each new family must establish an account with FACTS Tuition Management and select a payment option. Students will NOT be considered enrolled and will NOT be allowed to attend classes until FACTS account has been established. PLEASE NOTE that FACTS does not accept personal checks (credit card or ACH Withdrawals only). Monthly payment due dates are established by each family through FACTS. Monthly payments must be maintained and all accounts that are in excess of 60 days in arrears will trigger an immediate loss of student enrollment. Unpaid accounts in arrears will be turned over to a local collection agency and family will be responsible for all fees associated with collections.

Late Fee: If a tuition payment is not received by the established due date a late fee of \$35 per student will be assessed to the account. This fee will be assessed each month the payment is late.

Mid-year Admission: If a student is admitted after the school year begins, tuition payments will be prorated for the balance of the school year. The tuition can be paid in one lump sum or monthly beginning with the month of registration.

Returned Check Fee: A fee of \$40 will be assessed for a check returned by the bank for any reason. This is charged in addition to any late fees that might be incurred.

Incidental Fees: There are several incidental fees that are listed on the fee schedule. Some of these fees are optional. One that is assessed for cause is the damaged/lost book fee. If a non-consumable textbook is lost or damaged (outside of normal wear and tear), a fee to cover the cost of replacement will be assessed.

Withdrawals: All unpaid tuition and fees are due at the date of withdrawal. If tuition has been pre-paid then a pro-rated amount will be refunded based on the date of withdrawal.

Discharge: A student will be discharged from school if payments are more than 60 days in arrears.

Reinstatement: A reinstatement fee of \$75.00 will be charged per occurrence.

Please sign below indicating your awareness of and agreement with the policy and its various parts.

_____ Date
 Parent or Legal Guardian Signature

PARTY RESPONSIBLE FOR BILLING (if different than parent information):

Parents or Other Responsible Payer's Name:

Billing address: City/State/Zip:

SS#: Drivers License #:

Primary Contact #: Cell #:

Work#: Occupation:

Employer: Email:

PAYER/PART RESPONSIBLE FOR BILLING'S SIGNATURE:

DATED:

Please carefully review each of following statements:

1. HCS have my permission to take my child on school sponsored, pre-announced field trips.
2. I authorize the school staff to seek medical attention for my child in the event of sudden illness or accident.
3. I understand that encouraging my student's admission by withholding information or presenting false information is grounds for student dismissal.
4. If needed, persons listed as emergency contacts have permission to take my child off campus because of illness, injury or other unusual circumstances.
5. I understand that the application fee for new students and the registration fee are non-refundable and non-transferable.
6. I understand the financial policies included in this registration packet.
7. I understand that all new students are accepted on a probationary basis and that testing for proper grade level/class placement and an interview with a HCS administrator are required to complete the enrollment process for grades 1-12. For more information on behavioral guidelines, please see the Student Handbook (available online at www.horizonchristianschools.org).
8. I choose the Parent Partnership Agreement #1 and agree to work 30 hours per school year.
(Full Day Kindergarten—12th grade)
 I choose the Parent Partnership Agreement #2 and agree to pay \$250.00 by October 1, 2012.
(Full Day Kindergarten—12th grade)
9. Billing Choice: One payment Monthly payments

By signing below I state that I am in agreement with the policies and procedures listed above and throughout this application packet. I have read and understand the enclosed documents and agree to adhere to and abide by the policies, procedures and expectations listed therein. Further, I understand that all HCS policies and activities are governed by the HCS Policy Manual and that my student(s) are accountable to the expectations listed in the Student Handbook. I understand that Horizon is guided by an evangelical Christian worldview and agree that HCS is free to instruct my child in the truth of these tenants and encourage him/her to accept them as guiding principles for his/her life. I further confirm that it is my students' desire to attend Horizon Christian Schools.	
Parent/Legal Guardian Signature:	Dated:
Parent/Legal Guardian Signature:	Dated:

■ OFFICE USE ONLY ■	
Student Admitted: <input type="checkbox"/> Yes <input type="checkbox"/> No	Principal Signature: _____

2012-2013 VOLUNTEER'S AREAS OF INTEREST

ONLY COMPLETE IF SELECTING OPTION #1 OF THE PARENT PARTNERSHIP AGREEMENT

Families are required to choose one of two options. Option #1, volunteer 30 hours per year by April 1, 2013. Any remaining hours will be billed to you on your May 2013 billing. Option #2, pay a \$250 work fee, per family, to help cover the costs of school expenses. If you choose Option #2, you will be billed on your October 2012 bill.

Refer to pages 3-4 of this application to select Option #1 or #2 for your family.

Mother's Name:	Home #:	Cell #:
Father's Name:	Home #:	Cell #:
Children's Names & Grades:		

Please mark the areas in which you would like to give your time. We will do our best to utilize you. However, please realize that you are responsible for finding ways to complete your required 30 hours per school year.

ELEMENTARY & MIDDLE SCHOOL

School Support

- Special events
- School library
- Car line
- Recess monitor

Hot Lunch Program

- Sell tickets
- Serve lunches

Administrative

- General typing
- Office help
- Duplicate and collate documents
- Filing
- Telephone calling for office and school activities
- Make posters/flyers
- Bulletin boards
- Student store help

Classroom

- Classroom helper
- Computer assistance
- Phone committee
- Field trip driver
- Art program helper

Maintenance

- Carpentry
- Electrical work
- Facilities remodeling

Schools Functions/ Committees

- School programs
- Props
- Family nights
- Art assistances special activities
- Coaching school sports
- Scorekeeping
- Approved team driver

Parent Committee

- Chairperson
- Marketing/publicity
- Hospitality
- Auction
- Communication

HIGH SCHOOL

Activities & Events

- Set up/tear down
- Approved chaperones
- Approved drivers
- Decorations
- Choir events
- Art events
- Drama events
- Harvest Party
- Serve Days
- Formal

Administrative

- Library help
- Office help
- Collating/mailings
- Chapel help
- Student store help

Field Trips

- Approved driver
- Approved chaperone

Sports/Boosters

- Athletic auction
- Football
- Soccer
- Cross country
- Volleyball
- Boys basketball
- Girls basketball
- Track
- Baseball
- Softball
- Scorekeeping
- Approved team driver
- Concessions
- Game set up
- Game tear down
- Apparel sales
- Ticket gate
- Game security



ADMISSIONS AGREEMENT

For Parents to Complete (*Initials required in side bar*):

Horizon Christian Schools, (“School”) is a private learning community with a specific set of objectives. To achieve those objectives, the decorum and security of the learning community must be regulated. As a condition of admission, and to protect the learning environment of all students, School requires that you agree to the following:

By signing, I (we) understand and agree that:

1. Admission of my child is a privilege and does not constitute a “right to attend” Horizon Christian Schools and that admission may be revoked and enrollment terminated for cause, as determined by School’s administration.
2. Should my child persist in undesirable conduct or attitude as demonstrated by failure to regard or respect the guidance of teachers or administrators, enrollment may be terminated.
3. Certain actions, as determined by the administration, such as threatening or endangering another person, are of sufficient severity to cause immediate suspension (possible dismissal) of my son/daughter.
4. If at any time School’s administration determines that my actions, or my failure to act, reflect my failure to support school objectives, or reflect a lack of cooperation and commitment to the home and school working together, the administration has the right to discontinue enrollment of my son/daughter.
5. The determination of what constitutes grounds to terminate enrollment shall in each case be in the sole and complete discretion of School’s administration, and I agree to abide by any and all determinations made by School’s administration.
6. I will seek resolution of all grievances (student with student, student with teacher, parent with teacher, parent with parent) that may arise solely by means of the guidelines presented in Matthew 18:15-17 and Galatians 6:1-5.

I have read this Admissions Agreement, I fully understand and agree with all of its contents and I promise and agree to abide by each and every one of the conditions listed above.

(Please initial in side bar)

INITIALS REQUIRED:

_____	_____
<i>Parent or Legal</i>	<i>Date</i>
<i>Guardian Initials</i>	

_____	_____
<i>Parent or Legal</i>	<i>Date</i>
<i>Guardian Initials</i>	

For Student to Complete (*signature required in side bar*):

Horizon Christian Schools fully embrace and intentionally teach that the **Bible** is relevant and true and **Jesus** is the only source for eternal life. HCS has developed a *Statement of Foundational Beliefs* based on the Bible that forms the basis for our spiritual instruction. Our intent is to be clear, true to the Bible and not unduly demanding or divisive. All HCS guidelines and regulations have been developed to ensure an environment where students are safe and can thrive in every way (physically, emotionally, socially and spiritually).

With the above understanding, I willingly and enthusiastically commit to the following:

- **I Will Demonstrate Respect** for fellow students and all who are in positions of guidance and godly authority (teachers, staff, coaches, etc.).
- **I Will Consistently Obey** all school and classroom guidelines and regulations as detailed in the *HCS Student and Parent Handbook* and as given by classroom teachers, coaches and directors.
- **I Will Submit** to Bible-based instruction and understand that teachers in all subjects will present material in the context of a Christian worldview. I understand that Horizon will not attempt to force beliefs on me but will expect respectful and thoughtful participation in discussions and activities.

I have read and understand this *Student Covenant* and I agree to conduct myself, in behavior and attitude, in a positive and appropriate manner. As stated below (on the back), I confirm it is my desire to attend Horizon Christian.

(Please sign in the side bar)

Student Covenant continued on next page >>



STUDENT COVENANT

SIGNATURE REQUIRED:

Student Signature

Date

OUR MISSION (*Initials required in side bar on page 13*):

Horizon Christian Schools is an educational community gathered around the person of Jesus Christ and grounded by Biblical truth. We seek to provide a comprehensive education, in harmony with the purposes of God for each student and in partnership with parents, producing students who are *fully alive*.

OUR VISION

⇒ Educational Philosophy

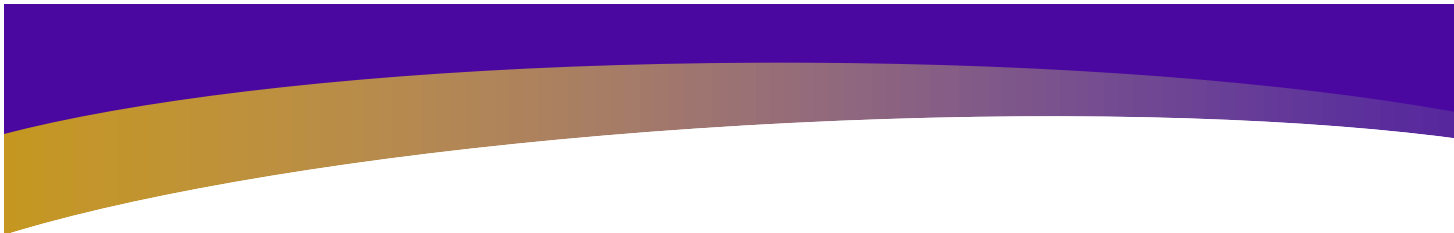
- ***Bringing LIFE to Learning.*** Like any quality school, we endeavor to bring learning to life. This is done in part by hiring teachers who are innovative, creative and themselves life-long learners. But at Horizon we purpose to do more than bring learning to life but to bring LIFE to learning. LIFE is brought to learning when teachers pour their passionate hearts and committed lives into the academic content. LIFE is brought to learning when knowledge is set on fire by the presence and Word of God. LIFE is brought to learning when truth is not only taught but is lived. And LIFE is ultimately brought to learning by the person of Jesus Christ being embraced, experienced and pursued.
- ***The HEART of Learning.*** Horizon Christian Schools purposes to bring students “fully alive.” This involves the whole of the student represented by Heart, Head and Hands. When the *heart is ignited*, the *mind educated* and the *hands engaged* then students are ready to embrace and experience the purposes Jesus has called them to. What makes Horizon unique is that we intentionally lead with Heart. While we offer excellence in academics and significant opportunities to serve, we seek first to ignite the hearts of students. While we have quality staff that is qualified to teach we make it a priority to hire staff that is ready to pour their hearts into students. And while we intentionally *teach about* Christ we ultimately desire to see the heart of Christ *formed in* students.
- ***Comprehensive Education.*** HCS’s philosophy of education goes beyond the classroom. We believe a comprehensive education includes:
 - *Academics*—Quality instruction in the core competencies.
 - *Spiritual Formation*—Inspiring and equipping students to be like Jesus.
 - *The Arts*—Giving opportunity to express the glory and giftings of God.
 -



MISSION, STATEMENT OF VISION & VALUES

- *Athletics*—Developing champions both on and off the court/field.
- *Community*—Intentionally cultivating healthy relationships.
- *Service*—Being the hands and feet of Christ to our world.
- *Purpose*—Embracing and pursuing the unique calling of God.
- **“*Kid-centric*” *Education*.** At HCS we believe that *every student* is uniquely gifted, called by God and can achieve! Our instruction will intentionally seek to help students to discover, embrace and develop their divine gifts and purpose, and will intentionally focus on the individual needs and dreams of students.
- ***The New 3 R’s of Education:*** The classic pursuit of education has involved *Reading, wRiting and aRithmetic*. In order to be effective in the current culture there are 3 “new” R’s that must be employed:
 - *Relationships*. It has been said that students “Don’t care how much you know until they know how much you care.” Thus, the first responsibility of educators must be to connect with, understand and genuinely love their students.
 - *Relevance*. How does the educational content apply to everyday life and current culture? Why is knowing this material important? Are instructors in tune with the culture and able to engage students through innovative instructional strategies?
 - *Rigor*. Students need to be pushed in order to achieve their potential. The appropriate amount of rigor must be employed and expected in all areas of educational pursuit.
- **Interdenominational:** The vision of HCS is to develop a great school system for the glory of God and as a ministry to the greater Portland metro area Christian community.
- **Whoever Will May Come:** HCS is not just open to Christians but to every *student* who feels called here and is willing to abide by the code of conduct, realizing that Jesus and the Bible will be intentionally and boldly taught at all levels.
- **Changed Lives.** We believe that the power, purpose, presence and people of God will change lives. We will use every opportunity to declare the Good News of Jesus and the life-changing value of the Word of God.
- **Developing Greatness.** We believe in students and believe that God’s purposes are not only clear but compelling. We have high expectations of students and seek to fully develop and unleash their potential in full expectation that God has in mind greatness!

Continued on next page>>



OUR VALUES

- **Excellence and Achievement.** We will strive for excellence in all areas because we believe that God has called each of us as individuals and our collective organization to greatness for His glory. Further, we believe that ALL students can achieve! We will pursue and celebrate achievement in every area of educational pursuit and corporate endeavor.
- **Culture and Climate.** We seek to create a healthy educational environment that is nurturing, empowering, positive, safe and fun; where students can be students and grow and develop into all God has in mind for them.
- **Jesus and The Bible.** It is the person and Word of Jesus that is our central value and pursuit. We will intentionally present and pursue Jesus as individuals and as a school system and will integrate Biblical truth into every subject.
- **Faith and Love.** “All that matters is *faith* expressing itself through *love*” (*Galatians 5:6, NIV*). We believe that love is the ultimate calling for all Christ-followers so we purpose to love God and love students well! We also believe that “*without faith it is impossible to please God*” (*Hebrews 11:6*).
- **Family and Church.** We believe that students need much more than the school community in order to fully mature and experience God’s favor. We strongly believe that the institutions of family and church have been established by God and will intentionally seek to foster these connections in students and develop an educational system that is family and church friendly.
- **Service and Mission.** God has called each of us to live beyond ourselves; to live lives in service to others, to accomplish the specific work that He has for us and ultimately to build the Kingdom of God.

We have read the above Mission, Statement of Vision and Values of HCS and agree that HCS is free to instruct my child in the truth of these.....

(please initial side bar)

INITIALS REQUIRED:

_____	_____
<i>Parent or Legal</i>	<i>Date</i>
<i>Guardian Initials</i>	

_____	_____
<i>Parent or Legal</i>	<i>Date</i>
<i>Guardian Initials</i>	

_____	_____
<i>Student Initials</i>	<i>Date</i>

PLEASE FILL OUT COMPLETELY WITH PRINT & USE A PEN

Student's First Name:

M.I.:

Last:

Date of Birth:

Grade:

Gender: M F

EMERGENCY INFORMATION

Name of Physician to be called in emergency:

Phone #:

Hospital preferred, if a choice:

Phone #:

Health Insurance Company:

Group #:

Name two people to be contacted in case of emergency and we are unable to contact a parent. Include relationship to student.

Name: Relationship:

Phone #:

Name: Relationship:

Phone #:

If needed, I authorize the Horizon Christian Schools office to administer the following medication as requested by my student, not to exceed the recommended dosage.

Yes No Acetaminophen (Generic Tylenol) Dosage: _____

Recommended dose for 12 & up is two 500mg tablets in a 4-hr period

Yes No Ibuprofen (Generic Advil) Dosage: _____

Recommended dose for 12 & up is two 200mg tablets in a 4-hr period

I wish to be contacted each time my child requests medication before it is administered

Contact Name: Phone #:

By signing this section you are authorizing the distribution of these over the counter medications for minor pain.

Parent/Legal Guardian Signature

Date



**2012-2013
MEDICAL
INFORMATION
FORM**

*This form is
required annually
for all students
(pre-12)*

MEDICAL INFORMATION

Has your child ever received treatment for or been diagnosed with any medical condition? (Heart trouble, seizures, asthma, etc.) No Yes If yes, please list and explain:

Does your child have any skin sensitivity to injected or oral medication?

No Yes If yes, please list and explain:

Does your child have any allergies to foods, common chemicals, environmental allergens, etc.?

No Yes If yes, please list and explain:

Does your child have diabetes?

No Yes
 Type 1 Type 2 Unknown (if unsure of which type)

Does your child have any other medical conditions that we need to be aware of?

No Yes If yes, please list and explain:

Does your child take daily medications at home?

No Yes If yes, please list and describe:

Does your child need to have immediate access to any medication? (Inhaler, epi-pens, etc.)

No Yes If yes, please specify:

Do you wish for your child to self medicate?

No Yes*

**If yes, you must complete a Written Authorization and Permission for Self-Administered Medication or Treatment Form. This form can be obtained from your school's front office. If this form is not on file, your child may not carry any medication, inhalers or other medical devices on campus or at any school related activity as per state and school regulations.*

Does your child need to take prescribed medications at school?

No Yes**

***If yes, you must register this medication at the school office and complete a Written Authorization and Permission for School Administered Medication or Treatment Form. This form can be obtained from your school's front office. Please note that all medication must come in its original packaging. Please also include documentation from the child's physician.*

Parent or Legal Guardian Signature

Date

HORIZON CHRISTIAN SCHOOLS

High School: 23370 SW Boones Ferry Road • Tualatin, OR 97062 • (503) 612-6521 • Fax (503) 783-2361

Middle School: PO Box 2690 • Tualatin, OR 97062 • (503) 692-9312 • Fax (503) 691-9677

ACADEMIC REFERENCE FORM

Grades 7-12 ONLY

This form is required for ALL new students grades 7-12

Student Name: _____ Grade Applying For: _____

The student named above is applying for admission to Horizon Christian Schools. In order for us to properly evaluate the applicant, please answer the following questions to the best of your knowledge. Your comments will be kept confidential. Please return this form by mail or fax to the appropriate address or fax number listed above.

Name of school: _____

Name of reference: _____ Position of reference: _____

How long have you known the applicant? _____

Do you know of any honors awarded or unusual achievements of the applicant? _____

If so, please list them: _____

Do you know of any reason, which might limit the applicant's participation in the full-range of school activities?

If so, please comment: _____

How much supervision do you think the applicant needs?

Constant Frequent Occasional Minimal

Among students you have known, how would you rank the applicant academically?

Upper 10% Upper 25% Average Lower 25% Lower 10%

Please mark what best describes the applicant in the following areas:

	Superior	Good	Average	Poor
Classroom Behavior				
Character and Integrity				
Emotional Stability				
Manners				
Sociability				
Cooperativeness				
Leadership Qualities				
Ability to Work Independently				
Academic Potential				
Motivation				
Study Habits				
Organizational Skills				
Overall Evaluation				

Please detach and give to reference

Continued on next page >>

Please mark what best describes the applicant's parents in the following areas (if unknown, mark N/A)

	Superior	Good	Average	Poor
Involved and supportive of school activities.				
Involved and supportive in helping student succeed.				
Committed to following Biblical principles and modeling a Christian walk.				
Approach to concerns is productive and positive in nature.				
Is careful to be supportive of school (teachers, programs, etc.) in word and deed.				

Please make any additional comments you feel might be of interest or value regarding the applicant's enrollment at Horizon Christian Schools: _____

Signature: _____

Date: _____

Phone Number: _____

HORIZON CHRISTIAN SCHOOLS

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Middle School: PO Box 2690 • Tualatin, OR 97062 • (503) 692-9312 • Fax (503) 691-9677

STUDENT CHARACTER REFERENCE FORM (1)

Grades 7-12 ONLY

This form is required for ALL new students grades 7-12

Student Name: _____ Name of Reference: _____

Reference is a: Family Friend A Spiritual Leader

The above named student is applying for enrollment in Horizon Christian Schools for the coming term. Part of the enrollment process includes having adult acquaintances give reference for the student. The student and his/her family would appreciate your taking a few moments to fill out this form. The information you give will be kept confidential. Horizon Christian Schools would like to thank you for your time and help with this matter. Please return this form by mail or fax to the appropriate address or fax number listed above.

Please mark the space beside each character description that in your opinion, best describes the student. If there is an area that you do not know, please mark with N/A.

Please detach and give to reference

	Exceptional	Good	Average	Not Good	Needs Much Improvement
Respect for authority					
Respect for parents					
Peer relationships					
Practice of self-control					
Your thoughts regarding having this student in your child's class					
Student's work habits					
Respect for God and Christian values					

Comments: _____

Signed: _____ Date: _____

HORIZON CHRISTIAN SCHOOLS

High School: 23370 SW Boones Ferry Road • Tualatin, OR 97062 • (503) 612-6521 • Fax (503) 783-2361

Middle School: PO Box 2690 • Tualatin, OR 97062 • (503) 692-9312 • Fax (503) 691-9677

STUDENT CHARACTER REFERENCE FORM (2)

Grades 7-12 ONLY

This form is required for ALL new students grades 7-12

Student Name: _____ Name of Reference: _____

Reference is a: Family Friend A Spiritual Leader

The above named student is applying for enrollment in Horizon Christian Schools for the coming term. Part of the enrollment process includes having adult acquaintances give reference for the student. The student and his/her family would appreciate your taking a few moments to fill out this form. The information you give will be kept confidential. Horizon Christian Schools would like to thank you for your time and help with this matter. Please return this form by mail or fax to the appropriate address or fax number listed above.

Please mark the space beside each character description that in your opinion, best describes the student. If there is an area that you do not know, please mark with N/A.

Please detach and give to reference

	Exceptional	Good	Average	Not Good	Needs Much Improvement
Respect for authority					
Respect for parents					
Peer relationships					
Practice of self-control					
Your thoughts regarding having this student in your child's class					
Student's work habits					
Respect for God and Christian values					

Comments: _____

Signed: _____ Date: _____

7th & 8th Grade Students Only

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RECORDS RELEASE FORM

Grades Preschool—Grade 8



DATE:

To:

SCHOOL DISTRICT/AGENCY:	
ADDRESS:	
CITY, STATE, ZIP:	
TELEPHONE:	
FAX:	

STUDENT NAME	BIRTH DATE	GRADE

Please complete, detach and give to previous school

The student(s) listed above have enrolled with Horizon Christian Schools.

We are requesting the following records be sent to our school:

- Education records
- Health records
- Academic records
- Any records that would help us work successfully with the above named student(s)
- Behavioral records
- TAG records
- Special Education records

Please send records to:

HORIZON CHRISTIAN ES/MS SCHOOLS
Attn: REGISTRAR
PO BOX 2690
TUALATIN, OR 97062

Thank you,

Debbie Roberts

Registrar

Oregon Revised Statutes allow transfer of student progress records without penalty to any other school or educational institution upon receipt of notice of student enrolling in said institution. (ORS 336.215) Public Law 93-380, modified by Senate bill 102. "A school district is not authorized to permit access to pupil records to any person without consent or under judicial order, except that: (a) access shall be permitted to the following: to officials and employees of other public schools or school systems."

NOTE: Federal Law 99.30 allows for educational records to be sent to other educational agencies without the parent signature requirement.

MISSION

Horizon Christian Schools is an educational community gathered around the person of Jesus Christ and grounded by Biblical truth. We seek to provide a comprehensive education, in harmony with the purposes of God for each student and in partnership with parents, producing students who are fully alive.



HORIZON CHRISTIAN ELEMENTARY & MIDDLE SCHOOL

7400 SW Sagert Street
Tualatin, OR 97062
(503) 692-9312
Fax: (503) 691-9677

HORIZON CHRISTIAN HIGH SCHOOL

23370 SW Boones Ferry Road
Tualatin, OR 97062
(503) 612-6521
Fax: (503) 783-2361