



# CORAM DEO

## A C A D E M Y

*This Enrollment Application contains the following documents:*

<b>DOCUMENT</b>	<b>PAGE</b>
1. Enrollment Application	2
2. Policies	7
3. Medical Release Form	16
4. Background check authorization for volunteers	17
5. Grandparent contact information	19
6. Photo permission	20
7. Pastor' reference form	21

**If you have any questions about these forms, please contact the principal, Crystal Eberle – 509-392-7420.**



# CORAM DEO

## ACADEMY

---

5400 W CANAL DR • KENNEWICK, WA 99336 • 509.392.7920  
WEBSITE • WWW.CDACADEMY.COM • EMAIL – CDACADEMY.COM@GMAIL.COM

---

### Enrollment Form - 2018/2019

Father's first name: \_\_\_\_\_ Last name: \_\_\_\_\_

Mother's first name: \_\_\_\_\_ Last name: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Phone provider: \_\_\_\_\_

#### Emergency Contact Information

Emergency contact person needs to be an individual normally available when the above listed persons are not.

Name: \_\_\_\_\_ Relation to student: \_\_\_\_\_

Phone: Home: \_\_\_\_\_ Cell: \_\_\_\_\_

#### Church Information

Name of church: \_\_\_\_\_

Are you presently a member? ( Yes / No ) May we contact your pastor as a reference? ( Yes / No )

#### Please list two references:

1. Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

2. Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone \_\_\_\_\_

## Student Enrollment Form

Three student registration sections are reproduced here. Feel free to make additional copies as necessary.

Student name: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Entering grade (2018-2019): \_\_\_\_\_

Please specify any food or medication allergies, or medical conditions school administrators should be aware of (attach additional sheets if necessary):

\_\_\_\_\_

\_\_\_\_\_

Student name: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Entering grade (2018-2019): \_\_\_\_\_

Please specify any food or medication allergies, or medical conditions school administrators should be aware of (attach additional sheets if necessary):

\_\_\_\_\_

\_\_\_\_\_

Student name: \_\_\_\_\_ Date of birth: \_\_\_\_\_

Entering grade (2018-2019): \_\_\_\_\_

Please specify any food or medication allergies, or medical conditions school administrators should be aware of (attach additional sheets if necessary):

\_\_\_\_\_

\_\_\_\_\_

**STUDENT(S) INFORMATION:**

School background of student (please include preschool):

Name of School	Address	Grade(s)	Reason for leaving

*Coram Deo is not staffed to handle students with severe learning disabilities or those who have behavioral problems. For your child’s best interest, please be candid when you answer the following questions. (If you are applying for more than one child, please consider each one when answering.) Further elaboration on your answers may take place during an interview.*

Please describe family dynamics if the situation is different than biological father and biological mother (separation, divorce, adoption, foster child, etc. Please provide custody papers if applicable.)

We require kindergarten applicants to be five years old before September 1, 2018.

Has your child ever failed or repeated a grade? \_\_\_\_\_ If yes, please explain:

Has your child ever skipped a grade? \_\_\_\_\_ If yes, please explain:

Has your child ever been suspended or expelled? \_\_\_\_\_ If yes, please state the year, school, and reason:

What are the strong points of your child’s character?

What are areas of needed growth or improvement?

Has the student ever been referred for testing or placed in a special program?

Has your child ever been examined or treated by a counselor/doctor/psychiatrist for hyperactivity or attention deficit disorder?

Do you suspect or have you been told that your child might have dyslexia?

Has your child ever been involved in legal problems or been arrested?

**PARENT INFORMATION:**

How did you hear about Coram Deo?

Are there any points of philosophy or school policies that are inconsistent with the goals for your family?

Why do you want your child to attend Coram Deo Academy?

How do you think the family should participate in the education of its children?

**PLACEMENT TESTS**

Our acceptance of your application is contingent upon your child's (children's) completion of our placement tests and whether there are seats in the classroom.

**To make this application complete, please include the following:**

1. A copy of the most recent achievement test scores.
2. Grade report cards of the most recent quarter and one from the previous year.
3. Immunization records.
4. A registration fee of \$75 (\$150 after May 15<sup>th</sup>) for each student.
5. A copy of any divorce/custody decision as it pertains to the student (s).
6. Students entering grades 6-8 include a letter explaining why he/she wants to attend Coram Deo.
7. Please ask your pastor to answer the pastor's reference page at the end of this form. If you have recently moved to Tri-Cities, please ask your former pastor to complete it.

An interview will be arranged and a placement test may be given by a staff member before application is accepted.

**TUITION AND FEES**

Registration fees are due with your enrollment forms. Please make checks payable to Coram Deo Academy.

- **Tuition:**
  - Half-day Kindergarten: \$3,100 per child.
  - K-7 full time: \$4,635 first child. \$4,140 second child. \$3,720 third or more children.
  
- **Registration:**
  - Early Registration: \$75 per child.
  - Late Registration (After May 15, 2018): \$150 per child  
**Registration fees must be submitted with interview.**
  
- **Billing Cycle:**
  - The billing cycle for 2018-2019 will be July 1 to June 1. Your first tuition invoice for academic year 2018-19 will be issued June 15, 2018. The first tuition payment will be due July 1 and on the first of every month thereafter. You will receive statements in the mail each month to remind you of your payments.
  - Your tuition will be calculated based on number of children and any financial aid you receive. The final figure will then be divided by 12 and that will be your monthly tuition payment.
  - If you have any questions about tuition, billing, or school finances, please email either Leann LaFerriere ([cda.laferriere@gmail.com](mailto:cda.laferriere@gmail.com)) or Adam Diaz ([adamdiaz88@gmail.com](mailto:adamdiaz88@gmail.com)).
  
- **Early withdrawal of student(s):**

Since we budget according to the number of students enrolled, by submitting this application you are agreeing to pay three months tuition following the month of early withdrawal.

**We accept applications throughout the academic year. If you have tuition concerns, please don't let a financial burden keep you from applying. Our main objective is to have families who are strongly committed to Classical Christian education. We will not turn away such a family because of an inability to pay full tuition. We focus on families, not finance.**

We encourage those families who need assistance to apply to TADS. TADS is a third party assessment firm Coram Deo partners with to determine financial need. You will find the link to TADS on our website under Financial Aid.



## Policies 2018-19

### STATEMENT OF FAITH

The following is the foundation of beliefs on which Coram Deo Academy is based. The doctrines contained herein will be unapologetically taught in various ways through all classes. The substance of these statements will be considered primary doctrine in Coram Deo Academy. Secondary doctrines and issues will not be presented as primary doctrine. When issues of secondary doctrine arise, students will be referred to their family and local church for final authority.

We believe that the Holy Bible, comprised of the 66 books of the Old and New Testaments, is the very Word of God. Through the plenary inspiration of the Holy Spirit<sup>1</sup> the Scriptures are inerrant and infallible, historically and factually correct in every detail.<sup>2</sup> The Word of God is thus the supreme and final authority in all matters of faith and practice.<sup>3</sup>

We believe in one, living, sovereign, and true God, eternally existing in three distinct Persons: Father, Son, and Holy Spirit.<sup>4</sup> These three, while coequal in power and glory, having the same attributes and perfections, nevertheless maintain in the unity of the Godhead<sup>5</sup> their unique personhood, the Father neither begotten nor proceeding,<sup>6</sup> the Son begotten but not proceeding,<sup>7</sup> the Holy Spirit not begotten, but proceeding.<sup>8</sup>

We believe that God, out of His own good pleasure, covenanted with the elect to provide for them a Redeemer who would save them from their sins.<sup>9</sup> This covenant of grace, first announced in the Garden of Eden,<sup>10</sup> was progressively unfolded in the covenant promises and ordinances of the Old Testament,<sup>11</sup> and is fulfilled in the person and work of Jesus Christ,<sup>12</sup> the Promised Redeemer.<sup>13</sup> All those who ever have been saved, whether living before<sup>14</sup> or after the advent of Jesus Christ,<sup>15</sup> have been saved in no other way than by grace through faith in this Redeemer.<sup>16</sup>

We believe that Adam and Eve, our first parents, were tempted by Satan,<sup>17</sup> disobeyed God's command,<sup>18</sup> and by their own choice fell from their original state of innocence, and came under the power and penalty of sin.<sup>19</sup> All men therefore fell in Adam,<sup>20</sup> and are conceived and born in sin,<sup>21</sup> are sinners by imputation,<sup>22</sup> nature,<sup>23</sup> and choice,<sup>24</sup> and are presently and eternally dead in sin,<sup>25</sup> separated from God,<sup>26</sup> and subject to His just condemnation.<sup>27</sup> Apart from God's unmerited saving grace in Christ Jesus, fallen men can neither please God, nor be reconciled to Him.<sup>28</sup>

We believe that God the Father, the Creator of all that is, purposed to redeem the elect before the world began.<sup>29</sup> He chose in Christ a great multitude of individual sinners,<sup>30</sup> whom He gave to His Son,<sup>31</sup> to be made holy and without blame.<sup>32</sup> This choice was made according to God's good pleasure, and in no way depends on man's desire or effort, but solely on God's mercy.<sup>33</sup> This saving purpose of the Father will, for those chosen, certainly be accomplished.<sup>34</sup> This eternal purpose of God is holy and wise, neither depriving man of freedom,<sup>35</sup> nor making God the author of sin.<sup>36</sup>

We believe that Jesus Christ is the only begotten Son of God, eternally begotten of the Father.<sup>37</sup> He is very God of very God, of the same substance with the Father.<sup>38</sup> He was conceived by the Holy Spirit<sup>39</sup> and born of the Virgin Mary<sup>40</sup>, a true man, like unto us in every way but entirely without sin.<sup>41</sup> He was crucified under Pontius Pilate,<sup>42</sup> died a substitutionary death on the cross<sup>43</sup> and satisfied divine justice,<sup>44</sup> thereby purchasing a people for God.<sup>45</sup> After making this perfect atonement for the elect, he was raised bodily from the dead,<sup>46</sup> ascended to the right hand of God the Father in Heaven,<sup>47</sup> and is enthroned at the right hand of God, where serves as the believers' only mediator, High Priest, and intercessor.<sup>48</sup>

We believe that the Holy Spirit, the third Person of the Godhead, is neither a force, nor a substance, but a personal and spiritual being, coequal with God the Father and God the Son.<sup>49</sup> The Holy Spirit applies the redemption purchased by Christ to His people.<sup>50</sup> He convicts of sin,<sup>51</sup> regenerates,<sup>52</sup> enables men to obey with repentance the call of the Gospel,<sup>53</sup> and as Him who continually indwells every believer,<sup>54</sup> is the Author of Christian holiness, power, comfort, and perseverance.<sup>55</sup>

We believe that all who are born again by the Holy Spirit embrace by faith the Lord Jesus Christ as Savior,<sup>56</sup> are justified by His shed blood,<sup>57</sup> adopted as sons of God,<sup>58</sup> and are indwelt and sealed by the Holy Spirit until the day of redemption.<sup>59</sup> Believers are thus eternally united to Christ by His Spirit and are eternally secure in Christ.<sup>60</sup> All those who have been made regenerate and have trusted Jesus Christ as Lord and Savior will evidence the sanctifying work of the Holy Spirit, producing spiritual fruit as described by the Word of God.<sup>61</sup>

We believe in one, universal church, the body and bride of Christ, of which Jesus Christ is the head.<sup>62</sup> This universal church consists of the elect of all ages, the redeemed saints of the Old and New Covenants.<sup>63</sup> The visible church consists of all those who profess faith and their children.<sup>64</sup> The local church, consisting of wheat and tares,<sup>65</sup> gathers together in a local assembly for worship and fellowship and the Gospel ministry in all its manifestations.<sup>66</sup> It is the duty of all believers to profess their faith openly and publicly by uniting with a local church<sup>67</sup> that bears the marks of the true church: the faithful preaching of the Gospel,<sup>68</sup> the proper administration of the Sacraments of Baptism and the Lord's Supper,<sup>69</sup> and the godly exercise of church discipline.<sup>70</sup>

We believe in the personal, bodily, and visible return of the Lord Jesus Christ,<sup>71</sup> at whose coming on clouds of glory the dead will be raised<sup>72</sup> and, together with the living, judged.<sup>73</sup> The redeemed will be found innocent in Christ,<sup>74</sup> and will inherit the renewed heavens and earth, and will dwell eternally with God in everlasting joy.<sup>75</sup> The reprobate will be found guilty of their sins<sup>76</sup> and will be justly punished with everlasting torments of body and soul, in hell.<sup>77</sup> (*References on website*)

## **ADMISSION POLICY**

Coram Deo Academy strives to provide students with a quality learning environment, and we strive to ensure that our students meet exacting standards of learning and conduct, above and beyond what other students are held to. Our worldview demands that we protect our children from the influences of evil that surround us culturally until such a time as we have trained them up to resist and fight this evil on their own. Therefore, we wish to maintain a safe and secure school to serve as the training grounds for our children, so that having received their training they may one day leave that security and be able to capably fight the good fight against the forces of darkness in this world, and be a blessing to society by their godly walk with the Lord.



**Our mission: To graduate Christian young men and women of strong character, who learn quickly, think clearly, speak and write persuasively, and are guided by Biblical standards of morality and ethics.**

**The first basic requirement** for admission to Coram Deo Academy is that the parents of students are members in good standing of a Bible-believing church. Exceptions to this requirement will only be handled on a case-by-case basis. We wish to spread the Gospel through education to all ends of the earth, and so we do allow for exceptions, but we do not wish to do this at the expense of your children's education, which is our first priority.

**The second basic requirement** is that parents have a good understanding of Classical Christian education and are fully committed to support the mission and vision of Coram Deo Academy.

Families that are new to Coram Deo Academy will be required to complete an interview with the Principal after submitting their enrollment form (the Principal will contact these families to schedule a time to meet). Returning families are not required to attend an interview, but may optionally request one if they so desire.

### **POLICY ON DISCRIMINATION**

Coram Deo Academy admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions, policies, scholarship and loan programs, and athletic and other school-administered programs.

### **POLICY ON MARRIAGE, GENDER, AND SEXUALITY**

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God. (Gen. 1:26-27.) Rejection of one's biological sex is a rejection of the image of God within that person.

We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture. (Gen. 2:18-25.) We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other. (1 Cor 6:18; 7:2-5; Heb. 13:4.) We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and the use of pornography) is sinful and offensive to God. (Matt. 15:18-20; Cor. 6:9-10.)

We believe that in order to preserve the function and integrity of the Coram Deo Education Association, and to provide a biblical model to the Coram Deo Education Association member and the community, it is imperative that all persons employed by the Coram Deo Education Association in any capacity, or who serve as volunteers, agree to and abide by this Statement on Marriage, Gender, and Sexuality. (Matt. 5:167; Phil 2:14-16; 1 Thess. 5:22.)

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ. (Acts 3:19-21; Rom. 10:9-10; 1 Cor. 6:9-11.)

**SCHOOL UNIFORM POLICY****Boys**

Pants and shorts: no cargos	navy, khaki
Polos: long or short sleeve	white, navy, red, or light blue
Oxford shirts: long or short sleeve	white, light blue
Sweaters or vests	navy, red, or pewter heather
Blazer	navy
Shoes	athletic or dress
Ties	Lands' End large navy plaid or solid navy

**Girls**

Skirts, skorts, jumpers	navy, khaki, or Lands' End large navy plaid
Polo dresses: long or short sleeve	navy, red
Polo shirts: long or short sleeve	white, navy, red, or light blue
Blouses or oxford shirts: long or short sleeve	white, light blue
Pants or shorts	navy, khaki
Sweaters or vests	white, navy, red, pewter heather
Leggings	navy, pewter heather
Socks or tights	white, navy, or red
Shoes	athletic or dress

**UNIFORM REQUIREMENTS FOR SCHOOL PROGRAMS:**

- Boys: long or short sleeve light blue oxford shirt; or polos; navy pants; black belts; Lands' End Classic Navy LargePlaid tie, dark athletic or dress shoes
- Girls: white blouses or polos; Lands' End Classic Navy Large Plaid skirts, skorts, or jumpers; navy cardigan (optional), white socks or tights, dress shoes
- Please note: This clothing can also be worn to school.

**Further requirements:**

- Dresses, skirts, and shorts should be no shorter than the child's hand width above knee.
- Shirts need to be tucked in.
- Boys must wear a belt.
- Cargo pants are not allowed.
- No logos on any clothing.
- Boys may not wear caps or hats in school.

Coram Deo Academy's uniform clothing can be found at Lands' End. Our preferred school number is 900164989. Uniforms do not need to be purchased at Lands' End, but please purchase the same colors and styles.

## **RESPONSIBILITY OF PARENTS**

Coram Deo Academy strives to operate as a servant to the family under the assumption that the education of young people is the responsibility of parents and the immediate family rather than the responsibility of the state. Therefore, we believe it is the responsibility of parents to consider the time commitment required for each class; registering for the class indicates that your child, with your support and supervision, is agreeing to do the work assigned. An accountability system will be in place whereby the parents are informed of their student's progress at regular intervals.

In the event of parents driving students to school, it is also the responsibility of the parent to ensure that the student arrives on time for class. See also "Tardiness Policy" below.

## **HOMEWORK POLICY**

### **I. Philosophy and Guidelines:**

- A. Students often need some amount of extra practice in specific, new concepts, skills, or facts. In certain subjects (e.g. math or languages), there is not enough time in a school day to do as much practice as may be necessary for mastery. Therefore, after reasonable in-class time is spent on the material, the teacher may assign homework to allow for the necessary practice.
- B. Repeated, short periods of practice or study of new information is often a better way to learn than one long study period.
- C. Since Coram Deo recognizes that parental involvement is critical to a child's education, homework can be used as an opportunity for parents to actively assist their child in his studies.
- D. Homework may also be assigned to students who, having been given adequate time to complete an assignment in class, did not use the time wisely. The homework, in this situation, serves a corrective, as well as practical purpose.
- E. Normally homework will not be assigned over the weekend or over holidays and vacations.
- F. Homework assignments are due at the beginning of the period.
- G. Should a student be absent on the day an assignment is assigned or due, the teacher may give a reasonable extension for the assignment to be completed. The extension will not exceed the number of school days missed during the absence. It is the student's responsibility to find out what work was assigned. In the case of extended illness, it is recommended that the parents contact the teachers directly.
- H. If a student misses part of a day due to a planned event (departing for an away game, dentist appointment, etc.) all homework is due that day and should be turned into his teacher's box before departure.

## **II. Amount of Homework:**

The guide below should be regarded as approximate times, not as required minimum times.

### **GRADE APPROXIMATE HOMEWORK (average per night)**

- K 10 minutes (infrequently)
- 1st 15 minutes
- 2nd 30 minutes
- 3rd - 5th 45 minutes
- 6th-8th 1 hour
- 9th-12th 1 ½ hours—2 hours

Notes:

-Students who are new to the school and/or are “catching up” in their studies may need to invest more time as they transition into the school.

-There is no guarantee that a child will get “A’s” if he studies for the average amount of time. Parents who want to invest Herculean amounts of time in order to achieve high grades can do their child a disservice.

### **RESPONSIBILITY OF STUDENTS**

A student enrolled in classes at Coram Deo Academy is expected to be present and on time every day school is in session. Students are expected to fully complete all assignments given them and hand in all assignments on time. Consistent failure to do so may result in disciplinary action in addition to grade penalties.

Students are also expected to obey the rules and policies set forth in this document, by their teachers, and by the Coram Deo Academy Board. A Christian attitude of cheerfulness and respect should be maintained at all times in dealing with both staff members and other students.

### **TARDINESS POLICY**

Being late for class is detrimental in three ways: 1) it disrupts the class from whatever task they are currently working on, wasting class and teacher time, 2) it is disrespectful to the teacher and other students, and 3) it tarnishes the professionalism and diligence that Christians are called to attain in all of their work. Thus, habitual tardiness is unacceptable in a Christian school and must be addressed. We encourage students to arrive to class 5 to 10 minutes early to allow themselves time to prepare mentally for class.

Tardiness is defined as being 1 minute late for a class, according to school clocks.

### **DISCIPLINE POLICY**

Maintaining proper classroom discipline is vital to ensuring a quality learning atmosphere for all students present. Teachers will deal directly with any minor classroom discipline issues. Students are expected to adhere to biblical standards of conduct both in the classroom and when interacting with their fellow students on campus. Discipline will be administered to meet the situation on hand.

Serious discipline problems are defined as the following:

- Disrespect shown to adults
- Disrespect shown to church or school property
- Cheating on exams
- Dishonesty
- Rebellion
- Fighting
- Obscene or profane language (especially taking the Lord's name in vain)

These issues will automatically be referred to the principal, who will determine and execute an appropriate measure of discipline, and parents will be notified of the problem. Parents are expected to help enforce proper discipline in their children. At the principal's discretion, parent interviews may be scheduled to discuss disciplinary problems and to reach a satisfactory resolution.

As in all things, we strive to maintain an atmosphere of love and forgiveness, especially in the area of discipline. It is our intention through these policies to restore problem students into fellowship with their fellow students and their elders. It is our further intention to foster a classroom environment that encourages learning. Above all else in these matters, we seek to ensure that God is glorified through our actions and the actions of our students.

### **GRIEVANCE POLICY**

*The objective of this policy is to establish biblical guidelines for the resolution of disputes and grievances in the operation of CDA. These guidelines are to be followed whenever there is a dispute or grievance concerning any aspect of CDA's operations between any two parties connected in a direct way to the school. This includes students, parents, staff, volunteers, administration, and board.*

#### ***General Guidelines:***

1. It is understood that if any disputes arise which are not covered by this policy, the board will decide what procedures to follow based on a parity of reasoning from those procedures established by this policy.
2. It is also understood that, especially during the attempted resolution of concerns, the principles of Matthew 18 and James 3 will be followed.
3. Please avoid gossip. Gossip is here defined as telling someone else about a problem instead of going to the person directly involved. Gossip destroys schools.

#### ***Particular Guidelines:***

##### **1. Students/parents to teachers:**

- a. All concerns about the classroom must first be presented to the teacher by the parents, or if the student is mature enough, by the student himself. If the student presents the concern, a respectful demeanor is required at all times.
- b. If the problem is not resolved, the parents or student may bring the concern to the Principal. If the student brings the concern, he must have permission from his parents to do so.
- c. If the problem is still not resolved, the parents should appeal the decision by requesting a hearing from the Coram Deo School Board.

**2. Parents/patrons to principal:**

- a. If parents or patrons have a grievance or dispute about the general operation of the school (apart from the operation of the classrooms), they should bring their concerns to the principal.
- b. If the situation is not resolved, they should request a hearing from the Coram Deo School Board.
- c. This procedure applies to board members who are acting in their capacity as parents/patrons, and not as representatives of the Board.

**3. Staff to Administration:**

- a. All concerns about the standards of the school must first be presented to the principal. A respectful demeanor is required at all times.
- b. If the problem is not resolved, the staff member may appeal the decision in writing to the principal, followed by a meeting to discuss the matter.
- c. If the problem is still not resolved, the staff member may appeal to the Board in writing and request a hearing. The request will be passed to the Board through the principal. The principal must pass on all such requests.

**NOTE: Please refrain from suggesting that the teachers change their teaching methods or the curriculum used by each grade. The methods and curriculum have been approved by the Board. The principal will welcome any suggestions you may wish to make about teaching methods and curriculum.**

**ELECTRONIC DEVICE POLICY**

**Cell Phones:**

Cell phone use during class is not allowed. Cell phones must be turned off and out of site during class. Cell phone calculators are not allowed during class.

**MP3 Players and Other Electronic Devices:**

MP3 players and other electronic musical devices are not allowed during classes. MP3 players and other musical devices are allowed during study hall as long as the usage doesn't bother other students.

**Consequence of Electronic Device Policy Violation:**

If any of the above rules are violated, the electronic device will be confiscated and held in the office until the end of the student's class day.

**After completing all required information above, please fill out one Student Enrollment Form and one Medical Release Form for each child you wish to enroll. Please sign the "Acknowledgment of Policies."**

**Send or bring completed forms along with your Registration Fee to our office at:**

**Coram Deo Academy  
1632 George Washington Way  
Richland, WA 99354**

**ACKNOWLEDGMENT OF POLICIES SIGNATURE**

My signature below indicates I have read and agree to abide by the Coram Deo Academy policies. I understand my financial commitment and the dates payments are due, and I agree to faithfully meet my obligations to the school.

Signature of Parent or Guardian: \_\_\_\_\_

Date: \_\_\_\_\_

(Please complete the Medical Release Form on the following page.)



# CORAM DEO ACADEMY

---

5400 W CANAL DR • KENNEWICK, WA 99336 • 509.392.7420

---

## Medical Release Form

Complete one medical release form for each student you wish to enroll.

I, \_\_\_\_\_, the parent or legal guardian of  
(parent/legal guardian name)

\_\_\_\_\_, (hereafter the Student) hereby release CoramDeo Academy  
(student name)

and Quinalt Baptist Church, including their respective teachers, board members, and staff, from responsibility and liability for any injury or illness the Student may sustain while on church property or during school-sanctioned field trips. In the event that the Student is injured during school activities and requires medical attention, I consent to any reasonable medical treatment as deemed necessary by a licensed physician. In the event that treatment is called for, which a physician or hospital refuses to administer without my consent, I hereby authorize any adult staff or volunteer of Coram Deo Academy as my agent to consent to any x-ray examination; medical, dental, or surgical diagnosis; treatment; and hospital care advised and supervised by a physician, surgeon, or dentist, as appropriate, licensed to practice under the laws of the state where services are rendered, either in a doctor's office, clinic, or hospital.

I agree to hold harmless any adult staff or volunteer of Coram Deo Academy from any and all claims, suits, costs, and actions, of any kind whatsoever, arising from the exercise of the power granted by this authorization.

\_\_\_\_\_  
Parent/Legal guardian signature

\_\_\_\_\_  
Parent/Legal guardian printed name

Health insurance company: \_\_\_\_\_

Policy/Group number: \_\_\_\_\_

Date \_\_\_\_\_



*If you plan to serve as a volunteer, please authorize us to make a background check.*

<b>DISCLOSURE and AUTHORIZATION – BACKGROUND INVESTIGATION</b>
--

In connection with my application for employment or to serve as a volunteer with **Coram Deo Academy** (“Client”), I understand that a “consumer report” and/or “investigative consumer report”, as defined by the Fair Credit Reporting Act, will be requested by Client for employment or volunteer purposes, whichever is applicable, from Protect My Ministry, Inc., (“Protect My Ministry”), a consumer reporting agency as defined by the Fair Credit Reporting Act. These reports may include information as to my character, general reputation, personal characteristics or mode of living, whichever are applicable. They may involve interviews with sources such as my neighbors, friends or associates. The report may also contain information about me relating to my criminal history, credit history, driving and/or motor vehicle records, social security number verification, verification of education or employment history, worker’s compensation (only after a conditional job offer) or other background checks. Such reports may be obtained at any time after receipt of this Disclosure and Authorization and if I am hired or serve as a volunteer, whichever is applicable, throughout the course of my employment or volunteer service, as permitted by law and unless revoked by me in writing. I understand that I have the right, upon written request made within a reasonable amount time after the receipt of this notice, to request disclosure of the nature and scope of any investigative consumer report to Protect My Ministry, Inc., 14499 N. Dale Mabry Hwy., Suite 201 South, Tampa, FL 33618 or 1-800-319-5581. For information about Protect My Ministry’s privacy practices, see [www.protectmyministry.com](http://www.protectmyministry.com).

**Acknowledgement and Authorization**

By signing below, I voluntarily and knowingly authorize Client or its authorized agents to obtain or prepare consumer reports or investigative consumer reports about me. I acknowledge receipt of a copy of *A Summary of Your Rights under the Fair Credit Reporting Act* and certify that I have read this Disclosure and Authorization as well as the summary explaining my rights under the Fair Credit Reporting Act

**Residents of Washington State only:**

Under state law you have a right to request a copy of the Washington Fair Credit Reporting Act’s disclosure to consumers (RCW 19.182.070) and a copy of your report by contacting Protect My Ministry directly.

- I wish to receive a copy of any report on me that is requested.

Signature \_\_\_\_\_ TODAY’S DATE \_\_\_\_\_

*(continued on next page)*

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_ MIDDLE NAME/INITIAL \_\_\_\_\_

\_\_\_\_\_  
SSN

\_\_\_\_\_  
D/L or STATE ID

\_\_\_\_\_  
STATE ISSUED

HOME ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ COUNTY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

\_\_\_\_\_  
EMAIL ADDRESS

For identification purposes only, please provide FULL DOB: \_\_\_\_\_

Please List Other Names Used \_\_\_\_\_

Protect My Ministry, Inc.

14499 Dale Mabry Hwy, Ste 201 South

Tampa, FL 33618

Phone: 800-319-5581 Fax: 800-319-5582

[www.protectmyministry.com](http://www.protectmyministry.com)

## Grandparent Contact information

If you would like to add your student's grandparents to our mailing list, please enter their information below. Throughout the year we will mail/email auction invitations, newsletters, grandparents' day invitations, and more.

Student Name (s)

Grandparent Name (s)

Phone (s)

Email (s)

Address

City, ST

ZIP Code

Grandparent Name (s)

Phone (s)

Email (s)

Address

City, ST

ZIP Code

Grandparent Name (s)

Phone (s)

Address

City, ST, ZIP

Grandparent Name (s)

Phone (s)

Address

City, ST, ZIP

**PHOTO PERMISSION:**

I **do** **do not** (**please circle one**) give my permission to use photos of my student(s) for Coram Deo Academy use in classrooms, halls, and newsletters.

I **do** **do not** (**please circle one**) give my permission to use photos of my student(s) on the school website.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# CORAM DEO ACADEMY

---

5400 W CANAL DR • KENNEWICK, WA 99336 • 509.392.7420  
WEBSITE - WWW.CDACADEMY.COM • EMAIL - CDACADEMY.COM@GMAIL.COM

---

Dear Pastor,

The \_\_\_\_\_ family has applied to enroll their child(ren)

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.

Please fill in the attached reference letter and return it to Coram Deo Academy. It is our desire to minister to this family to the best of our knowledge and ability. Your reference will help us to understand the needs of this family and so enable us to fulfill our role to mold and form the intellect and character of this child (these children) into the image of our Lord and Savior, Jesus Christ.

Thank you for your time, and may our Lord continue to bless your ministry.

Crystal Eberle  
Principal

---

Family name: \_\_\_\_\_

Date: \_\_\_\_\_

Child(ren): \_\_\_\_\_

1. How long have you known this family?
2. Are both mother and father professing Christians?
3. Are they faithful in worship?
4. How would you characterize the child's (children's) behavior?
5. Do you believe this family will be a blessing to Coram Deo?
6. Do you believe Coram Deo will be a blessing to this family?
7. Please write on the back any other comments you believe might assist us to serve this family.

Your name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_