



PETRA CHRISTIAN ACADEMY

7511 Charlotte Pike, Nashville, TN 37015

(615) 356-5810

www.crbcnashville.org-petra-christian-academy

STUDENT APPLICATION 2026/2027 SCHOOL YEAR

GENERAL INFORMATION

Last Name: _____ First: _____ Middle: _____ Preferred Name: _____
 Home Address: _____ City: _____ State: _____ Zip: _____
 Birth: ____ mo. ____ day ____ yr. Student Social: ____ - ____ - ____
 Primary Parent/Guardian Phone: (____) ____ - ____ Primary Parent/Guardian Email: _____
 School last attended: _____
 Preschool: _____ Days a week attended: _____

EMERGENCY CONTACT INFORMATION

Name of Emergency Contact: _____ Phone: _____
(Other than Parents)
 Contact's Relation to you: () Relative-Relationship () Friend () Guardian () Other: _____
 Applicant's Doctor: _____ Doctor's Phone: _____
 Hospital Preference: _____

PARENT/GUARDIAN AND FAMILY INFORMATION

Marital Status: () Widower () Separated () Divorced () Remarried ()	Marital Status: () Widower () Separated () Divorced () Remarried ()
Father's Name: _____	Mother's Name: _____
Address: _____	Address: _____
City: _____ State: _____ Zip: _____	City: _____ State: _____ Zip: _____
Employer's Name: _____	Employer's Name: _____
Occupation: _____ Cell Phone: _____	Occupation: _____ Cell Phone: _____
Work Phone: _____ Email: _____	Work Phone: _____ Email: _____
Years in High School: _____ Years in College: _____	Years in High School: _____ Years in College: _____
Lives with student (Y/N) ___ Receives Mail (Y/N) ___ Receives Bill (Y/N) ___	Lives with student (Y/N) ___ Receives Mail (Y/N) ___ Receives Bill (Y/N) ___

If parents are separated or divorced, who has legal custody? _____
 In the event of sole primary custody, the school requires copies of the custodial legal documents to be provided to the Admissions Office at the time of application.

GRANDPARENT INFORMATION

Parental Grandparents	Maternal Grandparents
Grandparents(s): _____	Grandparents(s): _____
Address: _____	Address: _____
City: _____ State: _____ Zip: _____	City: _____ State: _____ Zip: _____

CHURCH INFORMATION

What church do you attend? _____ Are you a member? _____ For how long? _____
 How often does each member attend? Regularly (3-4 Sundays per month), Occasionally (1-2 times per month), Rarely 1-4 times per year
 Father: () Regularly () Occasionally () Rarely Mother: () Regularly () Occasionally () Rarely Student: () Regularly () Occasionally () Rarely



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MISSION STATEMENT

We believe that any education that does not begin with God at the center is incomplete. Petra Christian Academy exists to **partner with families** to provide an environment of **academic excellence** with a **biblical worldview**, that is conducive to educating and training disciples for Christ who **serve and share** in their communities.

YES

NO

Do you agree with the above Mission Statement of PCA?

Will one parent attend Parent Participation Days?

PARENT QUESTIONNAIRE & COMMITMENT

- How did you hear about PCA? _____
- Considering your goals for your student, why would you like your student(s) to attend PCA?

- Has the student ever been referred to a resource teacher? _____ If yes, please provide date and reasons for referral.

- Has the student ever been administered psychological, behavioral, or academic testing to determine if he/she is gifted, has a learning disability, ADD, ADHD, behavioral, neurological, sensory, or emotional disorder? _____
If yes, please provide dates, test results, evaluations, IEP reports, etc. This information is not routinely part of the cumulative folders and must be requested by the parent/guardian from the resource teacher or school counselor.

- Is the student presently taking any medication for medical or learning problems? _____
If yes, please provide kind of medication, dosage, and frequency. Please provide a copy of a medical evaluation, which must be within the last twelve months.

- Does your child have any allergies? _____ Please list all: _____
- Does your student have any health problems? _____
- Does your student have normal or corrected vision? _____
- Does your student have normal hearing? _____
- Has your student ever been recommended for tutoring or remedial instruction? _____ If yes, please provide dates and areas of remediation along with written evaluations.

- Has the student ever repeated a grade? _____ Which grade? _____ Please explain. _____
- Has the student ever been suspended or dismissed from school? _____ Please explain. _____
- Is your child a ward of the court? _____
- Has your child been under the jurisdiction of the court? _____
- Is there any additional information that Petra Christian Academy should be aware of when considering this student for enrollment? _____
- What activities or responsibilities are you and your student(s) involved in at your church? _____
- Please describe prayer time and Bible study in your home.

- Please give a brief statement summarizing your beliefs as it relates to:
Jesus Christ _____
The Bible _____

We certify that the above answers are true and are made with no reservations:

Father's Signature: _____

Date: _____

Mother's Signature: _____

Date: _____



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STATEMENT OF COOPERATION

FINANCES: We understand it is necessary that parents pay tuition for the amount stated on the Tuition and Financial Information statement. If tuition payments and fees are not received by the due date of each month, a \$30.00 late charge will be added each month to the account. Tuition that becomes 30 days past due will result in the student being withheld from attending school until such amounts due to PCA are made current. A fee of \$30.00 will be charged for each returned check. All monthly tuition payments are made, via PCA's payment portal. We further understand that there are no refunds or transfer of fees to other children or other school years for the Registration Fee, Resource Fee, or Application Processing Fee. The full month's tuition is due for any month in which the student attends one school day. All fees are due in full and are non-refundable. Refunds are for tuition only, and will be made on accounts that are paid beyond the current month.

SCHOOL ACTIVITIES We give permission for our child(ren) to take part in any and all school activities, field trips and sponsored trips away from the school premises, and absolve the school from liability to us or our child because of any injury to us or our child at school or emergency contact. If the emergency contact cannot be reached, the school has our permission to make whatever arrangements deemed necessary for our child(ren)'s treatment. If the emergency is life-threatening and we cannot be reached, the physician has permission to act accordingly absolving the school of any liability. This statement of cooperation will serve as a blanket permission slip from September 1, 2026 to May 30, 2027. In order to help ensure the safety of our students, Petra Christian Academy has an established volunteer policy that is outlined in the Student Handbook. We understand that in order to participate as a volunteer we will abide by the guidelines set forth in the volunteer policy and complete any necessary forms. Petra Christian Academy is committed to ensuring that your privacy is protected. PCA will use personal information, such as e-mail addresses and phone numbers, for school-related communication inclusive of third-party services. Personal information will not be shared, sold, or distributed outside of this ministry. We likewise, authorize PCA, or anyone authorized by PCA, to use and reproduce all audio, video and photographs which PCA takes of our child(ren) or any family member produced for school literature, advertisements, and promotional purposes without further compensation. All copies, pictures and proofs shall constitute PCA property, solely and completely.

DISCIPLINE: We believe discipline is a necessary aspect of our child(ren)'s education. We give permission for our child(ren)'s teacher and/or administration to make and enforce classroom regulations in a manner consistent with Christian principles and discipline as set forth in Scriptures. Parents will be sent written notice of such assignments. We understand that we have the responsibility to actively support the authority, philosophy, objectives, policies, procedures, and discipline of the school as established by the Education Advisory Board.

PARENTAL COMMITMENT We understand PCA is a hybrid collaborative learning model requiring a commitment of time at home spent on academics. We agree that we will spend the allotted time needed to complete any at home subjects / assignments. We understand that home and school working together, the school has the right to dismiss our student(s) for lack of cooperation on the part of the student, parent and/or guardian. Admission to Petra Christian Academy is a privilege and not a right.

FAITH STATEMENT: "The general nature and object of Petra Christian Academy shall be to conduct an institution or institutions of learning for the general education of children in the essentials of culture and its arts and sciences, giving special emphasis to the Christian faith and the ethics revealed of God; His vicarious atonement for the sins of all people by the shedding of His blood on the cross; the resurrection of His body from the tomb; His power to By signing this Statement of Cooperation to Petra Christian Academy, you are certifying that at least one parent in the home is submitting to the Lordship of Jesus Christ, attending a local church, and that you are in agreement with our Statement of Faith and Cooperation. We have read the Student Handbook (on line at), Statement of Cooperation and the 2026/27 Tuition and Financial Information

Father's Signature/Guardian Date

Mother's Signature/Guardian Date

PRINT Father's/Guardian Name Date

PRINT Mother's/Guardian Name Date



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Kindergarten



Signs of Developmental Readiness for Kindergarten

Prior to entering kindergarten, your child should be observed closely with the following thoughts in mind. Some signs of developmental readiness are:

- Being comfortable being away from parents for several hours
- Having the ability to express ideas and feelings to adults other than parents
- Taking care of toileting needs independently
- Hanging up sweaters, jackets, hats without help
- Naming most of the parts of the body
- Being able to retell familiar stories, nursery rhymes, or songs
- Entering a new activity without fear
- Accepting minor disappointments or limits without tears
- Listening to and following directions
- Finding ways to resolve conflicts with peers independently
- Being able to work independently without constant adult supervision
- Joining with a group of other children in listening to a short story
- Stating their own full name and age to a teacher
- Making simple decisions when given a few choices of play activities
- Taking care of personal belongings
- Using a pencil or crayon with a relaxed and controlled grasp
- Repeating a series of four numbers without practice
- Identifying the primary colors
- Drawing simple recognizable drawings

Excerpt from Understanding Your Child: A Parent's Guide to Starting School. Gesell Institute of Human Development, New Haven, CT (1991)



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CONFIDENTIAL STUDENT EVALUATION 2026/2027

To the Pre-school Teacher: The student named below is a candidate for admission to PCA. We would appreciate your completing this form and returning it within one week to: PCA Admissions, 7511 Charlotte Pike, Nashville, TN 37209

Name of applicant _____

Please rate as follows: M=most of the time S=some of the time N=not yet

Academic Development

- Follows simple directions
- Works well independently
- Is developing good listening skills
- Articulates sounds correctly appropriate for age level
- Takes care of materials
- Uses time wisely
- Communicates with teacher
- Communicates with peers
- Shows interest in books and stories

General Behavioral Characteristics

- Can move on to new activities and stop old ones
- Accepts limits set by an adult
- Appears mature for age
- Has inconsistent learning behavior
- Is lethargic or withdrawn
- Is forgetful
- Has handicaps or problems that may require special services

Social & Emotional Development

- Assists in clean-up
- Is included in small group play
- Is cooperative as a member of a group
- Participates willingly in activities
- Shows self-discipline
- Responds favorably to correction
- Is dependable
- Accepts changes and disappointments
- Respects authority
- Refrains from unnecessary talking
- Refrains from hitting, kicking, biting, etc.

Physical Development

- Age appropriate gross motor coordination (walking, jumping, etc.)
- Age appropriate fine motor coordination (coloring, cutting, drawing, etc.)

Has this student been referred/tested for: (check all that apply)

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> Learning Disabilities | <input type="checkbox"/> Language Processing | <input type="checkbox"/> Neurological Disorder | <input type="checkbox"/> Occupational Therapy |
| <input type="checkbox"/> ADHD/ADD | <input type="checkbox"/> Speech Therapy | <input type="checkbox"/> Sensory Disorder | <input type="checkbox"/> Physical Therapy |
| <input type="checkbox"/> Emotional Difficulties | <input type="checkbox"/> Dyslexia | <input type="checkbox"/> Play/Social Therapy | |

Please state area(s) of concern: _____

Has the curriculum been adjusted or modified to suit the needs of the student? Yes ___ No ___

Does this applicant take care of toileting needs independently? Yes ___ No ___

Has this applicant been asked to leave a preschool? Yes ___ No ___

What do you feel is the greatest strength of this student? Yes ___ No ___

What do you feel is the greatest weakness of this student? Yes ___ No ___

Would you recommend this student for admission to Kindergarten?

- Strongly Recommend Recommend Recommend with reservation Do not recommend for admission

Additional Comments: Please feel free to provide any information you feel will guide us. Thank you for your time and cooperation.

Name of Teacher: _____ Position: _____ Date: _____

Name of School: _____ Phone #: _____

Address of School: _____ City: _____ State: _____ Zip: _____

I/We hereby authorize release of requested information to complete the admission process of PCA. I/We understand this becomes part of my student's application file.

Signature of parent/guardian: _____ Date: _____



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VOLUNTEER POLICY

This policy sets the expectation for a volunteer as a role model for students. A volunteer is a person who serves in a position of trust, leadership and has regular contact with Petra Christian Academy students and parents (e.g. classroom helpers, chaperones, library workers etc).

The mission and objectives for Petra Christian Academy are inextricably interlaced biblical principles. Therefore, the lifestyle of each regular volunteer is an important issue. Policy The volunteer will manifest by daily example the highest Christian virtue, serving demonstrated by word, deed, example, and shared experience. Therefore, the volunteer is expected to be a role model in judgment, dignity, respect and Christian living. (Col. 3:17, Titus 2:7-8, I Thess. 2:10, 5:18, 21-22, James 3:17-18)

And whatever you do in word or deed, do all in the name of the Lord Jesus, giving thanks to God the Father through Him.

COLOSSIANS 3:17

The volunteer is expected to follow the dress and appearance guidelines as outlined in the parent/student handbook. The volunteer is expected to maintain a good personal appearance that is a Christian role model of cleanliness, modesty, good taste, and in agreement with school policy. It is expected that each volunteer will use discretion in clothing selections to help formulate a professional atmosphere.

As a role model, scripture dictates standards of sexual behavior including, but not limited to, premarital, extramarital or homosexual activity; sexual harassment; use or viewing of pornographic material or websites; and sexual abuse of children is forbidden and violates the requirement of being a Christian role model. Such behaviors are grounds for immediate dismissal from responsibilities and positions. Other grounds for dismissal include abandonment of position, neglect of responsibilities, heresy or any conduct tending to bring discredit upon the school or upon the volunteer that causes a diminishing of his/her effectiveness as a Christian role model for the students of Petra Christian Academy. Role model responsibility also includes an acknowledgement that the unique roles of the male and female are clearly defined in scripture and that Romans 1:24-32 condemns the homosexual lifestyle. (Romans 12:1-2, I Cor. 6:9-20, Eph. 4:1-11; 5:3-5, I Thess. 4:3-8, I Tim. 4:12, II Tim. 2:19-22, I Peter 1:15-16, 2:15-17, I John 3:1-3)

The volunteer is to attend faithfully a local church whose fundamental beliefs are in agreement with the statement of faith of Petra Christian Academy (Hebrews 10:25). Wise stewardship in both personal and business financial matters is another important aspect of being a Christian role model. (I Tim 3:1-7, 6:9-10, Matt. 25:14-30, Luke 12:35-40)

The volunteer is to follow the biblical principle of Matthew 18 and Galatians 6:1 regarding disputes and disagreements. All differences are to be resolved using biblical principles, always presenting a united front. Appropriate confidentiality will be observed in regard to student, parent, and school matters (Titus 3:2, Galatians 5:15). Regular volunteers shall support school policy and administrative decisions thereby not creating dissension.

Each volunteer also must demonstrate by example the qualities of respect, judgment, and humility. Prideful conduct, displays of anger, engaging in gossip or slander and displaying an unwillingness to seek or receive counsel are all contrary to scriptural admonitions. (Eph. 4:29-32, James 1:19-20, Col. 3:12-17, Phil. 2:1-11, 4:8, Mark 10:42-45, Prov. 15:22, 29:23).

By agreeing to become a volunteer at Petra Christian Academy, the individual agrees to subject to a criminal background check and MVR check. A signed release will be required prior to PCA conducting a background check.

VOLUNTEER LEVELS

All volunteers must complete the Volunteer Application Form for each school year. **Level One:** Parents helping in clerical situations without direct supervision of students or helping in the classrooms but are always supervised by teachers/staff. Volunteer Application and Lobby Guard check are required. **Level Two:** trips, tutor, or have any direct supervision of students. Volunteer Application, Lobby Guard and Background check are required. **Level Three:** Parents who transport students by school van or personal vehicle. Volunteer Application, Lobby Guard, Background and Department of Motor Vehicle Checks are required.



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2026 – 2027 TUITION AND FEES

	Enrollment Fee	Tuition
Kindergarten	\$100	\$3800
1 st Grade	\$100	\$4000
2 nd Grade	\$100	\$4000
3 rd Grade	\$100	\$4000

Enrollment Fee

The enrollment fee is non-refundable and due at the time of enrollment to reserve a student's space. As part of our continuous enrollment program, current families will be required to pay an annual enrollment fee upon completion of the continuous enrollment packet.

Continuous Enrollment

All currently enrolled families are part of our continuous enrollment program. Returning families will be required to update their information, sign important documents/agreements and pay the annual enrollment fee through the student portal. The annual deadline to opt out of continuous enrollment is March 15th, after this date your student/s spot will not be guaranteed. Opt outs must be communicated in writing through the student portal to be considered official. Families who opt out after the deadline will not be refunded the enrollment fee that has already been billed. Any change in enrollment after the first day of school becomes a withdrawal and families are subject to financial penalties as explained in our withdrawal policy below.

Withdrawal Policy

Students who leave PCA after the first day of school, either by choice or by decision of the administration, must adhere to our financial withdrawal policy. In all cases, the enrollment fee is non-refundable. Tuition payments will be due for the month of withdrawal. Exceptions to this rule are if the family is moving away, custodial issues prompt a withdrawal and/or academic needs can no longer be met by PCA as determined by administration. All exceptions must be approved by the Head of School.

Tuition Agreement

Tuition will be billed monthly in the amount of \$380/\$400 in 10 monthly payments beginning August 15th of each year and ending May 15th. Parents may opt to pay in full at the beginning of each year or pay in two equal installments. Tuition will be billed through the student portal.

I understand the tuition and fees and agree to the payment terms as indicated: 10 Payments: Two Payments 1 Payment

Signature of parent/guardian: _____ Date: _____