

**Family Name:** \_\_\_\_\_

**Child(ren) Name(s):** \_\_\_\_\_



**NEW ENROLLMENT CHECKLIST**

**Administration Office**

261 Youville St., Winnipeg, MB R2H 2S7  
Phone: 204-231-3640 Fax: 204-257-1286

<b>Enrollment Forms Checklist</b> (Not all forms are required for every grade level)	
	Application Forms (One per Child)
	Parental Agreement signed & <b>witnessed</b> (located on page 3 of application form)
	Financial Page
	Registration Fee
	Payment Plan <ul style="list-style-type: none"><li>• post-dated cheques, pre-authorized debit, or cash</li><li>• Interac is available</li></ul>
	Pastor's Reference for Applicant Family
	Honour Code
	Library Acceptable Use Agreement
	Informed Consent for Release of Photos/Video form
	Technology & Network Acceptable Use Agreement
	Copy of Most Recent Report Card
	Before/After School Program Application (Kindergarten - Grade 6)
	Transcript (Required for Grade 10 – 12 students)
	Copy of Immunization Record or signed note stating non-immunization
	Copy of Birth Certificate (and any subsequent name changes)
	Handbook is available online at <a href="http://www.springschristianacademy.ca">www.springschristianacademy.ca</a>
<b>Additional Forms Upon Request</b>	
	Parent Advisory Council Information
	Parent Volunteer Application
	Medical Alert/Medication Dispensing Form
	Parental Agreements (Legal – Please supply copy of legal documents.)

**Please use this checklist and attach to completed forms.**