

REMINDER CHECKLIST

FOR COMPLETING AN APPLICATION FOR A PROSPECTIVE

1st Grade – 8th Grade Student

Did you...?

- 1. Submit your completed parent application?
- 2. Submit payment for the nonrefundable registration fee?
 - a. \$50 January 1st through March 31st
 - b. \$100 April 1st through June 30th
 - c. \$200 July 1st and after
- 3. Submit completed Admissions Data form?
- 4. Submit Principal and Teacher Recommendation forms to your previous school for completion?
 - a. Can be mailed to Laura Moreno's attention at Timothy Christian Schools.
 - b. Can be faxed (630) 833-9828, attention Laura Moreno
 - c. Can be emailed as an attachment to moreno@timothychristian.com
- 5. Submit copies of latest report card and latest standardized test results (i.e. Iowa Test of Basic Skills, Stanford, MAPS, Illinois Standard Achievement Test, etc.)? If no standardized test results are available please call Laura Moreno (630) 833-4717 x300 to schedule a test date at an additional cost of \$85. Please note before testing can be scheduled all other academic information must be complete.
- 6. If applicable, submit copies of any IEP, 504 plan, or any other accommodations that your child is currently receiving.
- 7. Submit your Pastor's Recommendation form to your pastor for completion?
 - a. Can be mailed to Laura Moreno's attention at Timothy Christian Schools.
 - b. Can be faxed (630) 833-9828, attention Laura Moreno.
 - c. Can be emailed as an attachment to moreno@timothychristian.com
- 8. Pending receipt and review of this information, you will be contacted regarding the next step.
- 9. Any questions or need for further information please do not hesitate to contact us at (630) 833-4717 x300.