



Transfer Elementary Student Enrollment Process

1. New Student Application Form (attached)
2. Records Transfer Form (including the student's most recent report card and birth certificate) (attached)
3. Conference with Admissions Board: Call (740) 336-5041 for an appointment

Upon receiving the completed New Student Information Sheet and the new student's academic and behavior records from the previous school, the Admissions Board will review the information and determine if we are able to serve the student's academic and/or behavioral needs.

If the Admissions Board chooses to continue the process, the student and parents may be required to attend a conference with a representative of the Admissions Board and at least one of the teachers in his or her grade.

Once the parent receives a Notice of Admission Approval, the enrollment application and registration fee will be the next step in the enrollment process.

4. Enrollment Application Form and Non-refundable Registration Fee (click on the link "elementary enrollment" and download forms)

OGCS New Student Application Form

*This form is to be filled out by the parent or legal guardian of any **NEW ELEMENTARY STUDENT** requesting admission to Oak Grove Christian School.*

Student's Name _____ Birth Date _____ Grade Entering _____

Name of last school attended _____

Address of last school attended _____

Reason for leaving last school _____

Has your child ever been retained? ____ Yes ____ No If yes, what grade(s) _____

Has your child ever been dismissed or withdrawn from a school or had a documented history of discipline problems? ____ Yes ____ No If yes, please explain on a separate sheet of paper.

Has your child had any special needs services or educational testing we should be aware of (speech, hearing, IEP, 504 plan, remedial reading or math)? If so, please state which services he or she has received. _____

Name(s) of person/s child lives with _____

Mother's Name _____ Email _____
Address _____

Father's Name _____ Email _____
Address _____

Enrollment Questionnaire

1. What attracted your family to Oak Grove Christian School?

2. What can you tell us about your child that would be helpful for his/her teachers to know?

3. What are your child's special interests, talents, gifts, hobbies and/or extracurricular activities?

PARENT/GUARDIAN CONSENT
FOR STUDENT RECORDS RELEASE

TO: _____

Phone: _____

Fax: _____

FROM: Oak Grove Christian School

535 BF Goodrich Rd.

Marietta, OH 45750

Phone: 740.336.5041

Fax: 740.336.5041 (Call ahead)

RE: _____

AGE: _____

BIRTHDATE: _____

We are: ___requesting ___releasing ___requesting consultation

the following information/records for the above-named student:

All personally identifiable data on file.

The following records only:

Cumulative folder data (immunizations, report cards, custody papers, birth certificate)___

Evaluation Team Report (ETR) / Individual Education Plan (IEP)

Reason for request:

To aid in making present and future educational decisions.

___ Other:

The student named above is transferring to Oak Grove Christian School.

With the understanding that Oak Grove Christian School cannot assume responsibility for the confidentiality of information disclosed, I authorize you to release information regarding the above-named student in the manner indicated, to assist us in making educational decisions.

Date:_____

(parent/guardian signature) _____

(street address) _____

(city, state, zip code) _____

(email)_____