

EVANGEL FAMILY CHRISTIAN ACADEMY
3975 VAUGHN ROAD • MONTGOMERY, AL 36106
334-272-3215 Info@EvangelFamily.net

Evangel Family Christian Academy
Enrollment Procedure

Please fill out all forms completely and return them with all the other required documents to the Evangel Family Christian Academy office. All forms should be turned in at the same time to facilitate processing. Please attach a check payable to Evangel Family Christian Academy (EFCA), to your application to cover the annual fees for your family upon your acceptance. If your application is not accepted, your check will be returned.

Required Forms

1. A completed copy of the Evangel Family Christian Academy application.
2. A completed Church School Enrollment Form. Please list all children ages 6 and above on the church school enrollment form. SIGN in TWO areas!!
3. Annual application fee of \$165 payable to EFCA.
4. For those families who are not an active member at Evangel Church, a completed Family Church Reference form to be completed by the pastor of your home church must be included. This form is included in the EFCA application.
5. A disclaimer statement signed by both parents. It is found on the back of the EFCA application. If both parents do not have responsibility for the education of the child then a copy of a legal document stating such must be provided.

Note: Membership in the Home School Legal Defense Association is encouraged but no longer required for EFCA membership. If you wish to join, please go to their website, www.HSLDA.org. To receive a \$20 discount use the group name Evangel Family Christian Academy and the group # 291079.

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EFCA Membership

PROGRAM AND POLICY

REQUIREMENTS

1. Both parents must confess Jesus Christ as their Lord and personal Savior.
2. Both parents must be actively and regularly attending a Bible-believing church. Spiritual accountability is established with Evangel Family Christian Academy by parents submitting a Family Church Reference form completed by the pastor of their Christian church with their application to EFCA.
3. Both parents must agree in their desire to home educate their child(ren). If any of the children to be home schooled are the progeny of divorced parents, a letter of consent to the child(ren) being taught at home from the parent not in custody or the one having joint custody must accompany this application. If this is impossible to obtain, please attach a full explanation of the legal status of the divorce and the custody of the child(ren) and a copy of the legal document confirming this.
4. Evangel Family Christian Academy encourages at least one parent not be employed outside the home, particularly for elementary and junior high students, while that family is enrolled under this local church school. Students are not to be without adult supervision during school hours (8:00 am to 3:00 pm).
5. Any student who is seventeen years of age by September 1st of the school year for which he is applying will be admitted to Evangel Family Christian Academy only through the first semester of the student's graduation year.
6. A young lady who becomes pregnant or is a mother, or a young man who becomes or is a father will not be allowed to participate in activities or graduation exercises at EFCA. The same applies to any student who is married.

ENROLLMENT

7. Prospective families must make application to the Evangel Family Christian Academy Administration which reviews and approves all applications. Submitting an application does not in itself imply acceptance to EFCA. You should not withdraw your child from school until you have been notified that your membership at EFCA has approved.
8. All families with children of compulsory school age (6-17 years) are encouraged to apply and be accepted for membership to the Home School Legal Defense Association, though it is not required for EFCA membership. Application may be made on-line at HSLDA.ORG. Evangel Family Christian Academy recommends that you do not remove your child(ren) from public or private school until your EFCA and HSLDA memberships have been approved.
9. The church school enrollment form is required by the Alabama Code 16-28-3. This is a brief statement confirming each student's enrollment in the church school. This form must be completed and signed, **in**

two places, by the parent and then returned to the office of Evangel Family Christian Academy to be kept in that student's file. The director of EFCA will mail a copy to the school superintendent of your child(ren)'s school district. Re-enrollment is required annually.

10. All parents are required to sign a disclaimer statement releasing Evangel Church Assemblies of God, Inc. from any and all responsibility and liability for the education of their child(ren). Only the parents are liable for the education of their child(ren).
11. An annual fee is required with your Evangel Family Christian Academy application. This fee is due at the time of enrollment and is refundable only if the application is not accepted.
12. Parents are highly encouraged to enroll children before August 1st concurrent with the start of local schools, but new applications will be accepted throughout the school year. Seniors will only be accepted through the first semester of their graduation year.
13. Evangel Family Christian Academy reserves the right to limit or deny admission to applicants where circumstances exist which may in any way jeopardize EFCA and/or the member families associated with it.
14. At least one parent is encouraged to attend the parent orientation meeting scheduled at the beginning of each school year (usually the last Saturday of August).
15. All curriculum and organized course of study is created or selected by the parent and purchased from a reputable supplier, but should cover the following subject areas: ***Bible***, math, language arts, science, and history. (Resources on the curriculums and materials are available through home school workshops and the publishers of materials for the home school families.) A list of curriculum websites is also included in the EFCA new member application package and the EFCA office will assist with curriculum decisions if so desired.

Evangel Family Christian Academy does not require a set curriculum for every family. That would defeat the purpose of meeting the individual needs of each child and fitting that with the individual abilities of each parent/teacher. However, your decision regarding curriculum is a very important one because your decision will determine what you teach. Pray for wisdom in making your choices. God promises that if we ask for wisdom, He will give it to us. (James 1:5)

There are specific graduation requirements, which can be found on the EFCA website, which will dictate the choice of curriculum for high school students. These should be referred to when purchasing high school curriculum.

The ***Bible*** and Christian training should not only be included in the course content but should furnish the orientation and framework for the study of every subject.

The curriculum should be administered primarily by the parent/teacher in each student's home, at the same time allowing flexibility in the educational process so that the parent/teacher could delegate a portion of that instruction to an institution or personal tutor who is able to assist and support them in carrying out this God-given task.

16. Parents are responsible to follow the curriculum that they have selected and that has been submitted as the course of study to EFCA. Parents are accountable for the following:
 - a. Set spiritual goals for each child and be diligent in planning and achieving these goals.
 - b. Prepare a daily lesson plan for each student using a standard lesson planner or a computer generated plan. A daily journal of instruction or lesson plans and a portfolio of materials and sample of each student's work should be maintained by parents.
 - c. Maintain attendance records for each student and submit them on the EFCA semester report form. 170 days of attendance is required per year.
 - d. High school students are required to have course grades in their academic portfolios. A sampling of student's work should be kept by the parents.

- e. Check the email account furnished on the EFCA new member application for communication of important items from the EFCA Office.

ACCOUNTABILITY

- 17. Parents that are accepted by Evangel Family Christian Academy are engaged as teachers for the purpose of teaching their child(ren) at home and as such are employees without compensation. Teachers of EFCA will maintain the highest of Christian standards. They will endeavor to act in a manner always becoming a Christian person by conducting their daily activities with integrity and personal responsibility.
- 18. The academic school year will be a minimum of September through May with a total of 170 days of instruction required.
- 19. As required by Alabama code 16-28-3, the local church school must notify the local school superintendent of any termination of enrollment. Parents are held accountable to the EFCA director for immediate notification of any student who does not continue in his home schooling.
- 20. It is recommended that both parents read certain books on home education to deepen their understanding of its implementation. Following is a list of some suggested reading:

DR. RAYMOND MOORE

Home Built Discipline
Home Style Teaching
Better Late Than Early

GREGG HARRIS
The Christian Home School

MICHAEL FARRIS
The Home Schooling Father

TEDD TRIPP
Shepherding a Child's Heart

MARY PRIDE

School Proof
The Big Books of Home Learning
Practical Home Schooling Magazine

CHRISTOPHER KLIKA
The Right Choice: Home Schooling

CATHY DUFFY
Christian Home Educator's Curriculum Manual

SUSAN SCHAEFFER McCAULEY
For the Children's Sake

- 21. Parents' failure to meet the requirements outlined herein may result in their child(ren)'s release from enrollment.

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Application for Admission

Father's Name: _____ Work #: _____

Mother's Name: _____ Home #: _____

Address: _____

City: _____ State: _____ Zip: _____

Email address: _____

| Student's Name (First, MI, Last) | Date of Birth | M/F | Age | Grade Level |
|----------------------------------|---------------|-----|-----|-------------|
|----------------------------------|---------------|-----|-----|-------------|

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| Other Children not homeschooling | Date of Birth | Age | Grade Level |
|----------------------------------|---------------|-----|-------------|
|----------------------------------|---------------|-----|-------------|

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List the name, the complete address, and the dates of the school that each of the students for which you are applying last attended.

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| |

Do you wish EFCA to request your child's records? _____

Describe any previous home schooling experience you or your children have had:

| OFFICE USE ONLY | | | | | |
|-------------------|--|--------------------------|--|----------------------|--|
| EFCA Application | | HSLDA | | Fee | |
| Disclaimer | | Pastor's Letter | | Check # | |
| HSLDA Application | | Church school enrollment | | Letter of Acceptance | |

Describe all teaching experience of any kind that you or your spouse have had:

Explain how the teaching of your children will be shared between you and your spouse:

Please explain in full the reasons for your decision to home school:

Father:

Mother:

What are the attitudes of your children about home schooling?

Complete the format below to describe the educational and work experience of each parent.

| | Name of Employer | How long employed | Number of days/ hours per week (e.g.: M-F, 8a -5p) | Academic Background | Highest degree earned |
|--------|------------------|-------------------|--|------------------------|--------------------------|
| Father | | | | | |
| Mother | | | | | |

Does either parent travel for their job? _____

If yes, state how often and what length of time: _____

List the name of the curriculum that you plan to use for each child this year:

Date that you ordered your curriculum: _____

Have you received your curriculum? _____

If any of the children for whom you are applying are not the children of both you and your spouse, please describe the relationship of yourself, your present spouse, and child(ren) with the natural parent: _____

Where does your family attend church? _____

How often do you attend services there? _____

How long have you attended this church? _____

Can the parents testify of a personal relationship with Jesus Christ?

Husband: _____ Wife: _____

Please list any special talents and interests that you or your family may have that you would be willing to share with the group:

We have personally completed this membership application and affirm that the information provided is true and accurate to the best of our knowledge. We understand that this information is confidential and that EFCA will use it solely to process our application for membership with EFCA.

We have read the EFCA policy and procedure statement and are in agreement with the policies/terms attained therein.

When accepted to EFCA as a member family, we do agree to do the following during the full duration of our membership with EFCA:

- 1) Exercise diligence in teaching our children in a responsible way.
- 2) Use an organized curriculum and a clearly recognizable program of education.
- 3) Keep daily records of each child's educational progress.
- 4) Notify EFCA immediately if we discontinue our home schooling for any reason.

Parents' signatures

Father: _____

Date: _____

Mother: _____

Date: _____

DISCLAIMER STATEMENT

Evangel Family Christian Academy operates as a ministry of Evangel Church Assemblies of God, Montgomery, Alabama, on a non-profit basis, without receiving federal funds, consequently, Evangel Family Christian Academy has no liability to the state of Alabama concerning the fulfillment of the compulsory education law except for the notification of enrollment.

Furthermore, Evangel Church has no liability for the education of any student enrolled in Evangel Family Christian Academy. Parents are the only ones responsible for education of their child(ren). We, the undersigned parent(s) or legal guardian(s), do hereby assume full responsibility and accountability for the education of our children and release Evangel Church Assemblies of God from all liability in the education of our children. We further acknowledge that we have read, understand, and agree to the above statement.

Signed: _____

Date: _____

Signed: _____

Date: _____

Note: If both parents are not responsible for the educational decisions for the child, then legal proof of this should be supplied with this application in place of the other parents signature

EVANGEL FAMILY CHRISTIAN ACADEMY

A MINISTRY OF EVANGEL CHURCH

3975 VAUGHN ROAD † MONTGOMERY, AL 36106 † 334-272-3215 † F: 334-272-5662 †
INFO@EVANGELFAMILY.NET

FAMILY CHURCH REFERENCE

Family Name _____ Student Name _____

Church _____

Address _____

City _____ State _____ Zip _____

Pastor's Name _____ Church Phone _____

Parent's Signature _____ Church Fax _____

Dear Pastor,
_____ has applied for acceptance into Evangel Family Christian

Academy. In that we require all families to be born-again and actively serving the Lord in a local Bible-believing church, would you please answer the following questions and return this Family Church Reference Form at your earliest convenience. Please add additional students as needed. Thank you very much for assisting this family.

Please mail directly to the address above or fax to the EFCA fax number, ATTENTION: Denise Matthes

DO NOT RETURN THIS FORM TO THE PARENT

| | IN YOUR OPINION, IS THIS PERSON A BORN-AGAIN CHRISTIAN? YES/NO | THIS PERSON ATTENDS CHURCH REGULARLY? YES/NO | THIS PERSON ATTENDS CHURCH OCCASIONALLY YES/NO | MINISTRIES THIS PERSON IS INVOLVED IN PLEASE LIST |
|----------------|---|---|---|--|
| STUDENT | | | | |
| FATHER | | | | |
| MOTHER | | | | |

Pastor's Signature

Date

CHURCH SCHOOL ENROLLMENT FORM

PARENT'S SIGNATURE REQUIRED FOR SECTIONS I & II

I. TO BE COMPLETED BY PARENT OR GUARDIAN

School Year: _____ Public School District (county/city): _____

Last School Attended: _____

| <u>Student Name (First, MI, Last)</u> | <u>Date of Birth</u> | <u>Grade</u> |
|---------------------------------------|----------------------|--------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Home Address _____ Home Phone _____
_____ Work Phone _____

Church School: Evangel Family Christian Academy School Phone: 334-272-3215
Address: 3975 Vaughn Road, Montgomery, AL 36106

Parent/Guardian Signature: _____ Date: _____
(required)

II. PRIOR CONSENT FOR NOTIFICATION OF STUDENT WITHDRAWAL

I hereby give **PRIOR CONSENT** to the administrator of Evangel Family Christian Academy Church School to notify the public school superintendent should the above named student cease attendance at said school.

Parent/Guardian Signature: _____ Date: _____
(required)

III. TO BE COMPLETED BY CHURCH SCHOOL ADMINISTRATOR

Church School: Evangel Family Christian Academy School Phone: 334-272-3215
Address: 3975 Vaughn Road, Montgomery, AL 36106

Date of Enrollment: _____ For _____ School Year

Date Signature of Church School Director

Home School Resources

| | | |
|---|--------------|--|
| Home School World | | www.home-school.com |
| Homeschooling Today Magazine | 866-804-4478 | www.homeschooltoday.com |
| The Teaching Home Magazine | 800-395-7760 | www.teachinghome.com |
| ABeka Books | 877-223-5226 | www.abeka.com |
| Accelerated Christian Education (ACE) | 800-925-7777 | www.aceministries.com |
| Alpha Omega Publications | 800-622-3070 | www.aophomeschooling.com |
| Bob Jones University Press | 800-845-5731 | www.bjup.com |
| Classical Conversations | 910-687-0288 | www.classicalconversations.com |
| My Father's World | 573-426-4600 | www.mfwbooks.com |
| Sonlight Curriculum | 303-730-6292 | www.sonlight.com |
| Christian Book Distributors | 800-247-4784 | www.christianbook.com |
| Christian Liberty Press | 800-832-2741 | www.christianlibertypress.com |
| Doorposts | 888-433-4749 | www.doorposts.com |
| Greenleaf Press | 615-449-1617 | www.greenleafpress.com |
| The Home School Marketplace | | www.homeschoolmarketplace.com |
| Light of Faith Resources | 888-785-4448 | www.lightoffaith.com |
| Shepherd Press | 800-338-1445 | www.shepherdpress.com |
| The Teaching Company | 800-832-2412 | www.teach12.com |
| Apologia Educational Ministries, Inc. | 888-524-4724 | www.apologia.com |
| DIVE | 936-372-9216 | www.diveintomath.com |
| Foundation for American Christian Education | 800-352-3223 | www.face.net |
| Institute for Excellence in Writing | 615-754-9107 | www.excellenceinwriting.com |
| Precept Ministries International | 00-763-8280 | www.precept.org |
| Saxon Publishers Inc. | 800-284-7019 | www.hmhco.com |
| Teaching Textbooks | 866-867-6284 | www.teachingtextbooks.com |
| ABeka Academy | 800-874-3592 | www.abeka.org |
| Christian Liberty Academy Satellite Schools | 800-348-0899 | www.christianlibertyacademy.com |
| KONOS | 214-669-8337 | www.konos.com |

| | | |
|------------------------------------|--------------|--|
| Lighthouse Christian Academy (ACE) | 866-746-6534 | www.lcaed.com |
| The Weaver Curriculum | 888-367-9871 | www.weaverinc.com |
| Basic Christian Education | 866-567-2446 | www.BasicChristianEducation.com |
| Pearables Character Curriculum | | www.pearables.com |
| Homeschooling Books | 866-473-0737 | www.homeschoolingbooks.com/tm |
| K12 Online Education | 888-946-6198 | www.k12.com |
| ALEKS courses | | www.aleks.com |

The following are the on-line courses for home school curriculum

ABeka- ABeka Academy- abekaacademy.org

Alpha Omega - Monarch On-line curriculum- aophomeschooling.com/monarch_overview

HSLDA online academy- academy.hslda.org

ALEKS courses- aleks.com

K12 Online Education- k12.com/homeschoolcurriculum

i School of the South- iss.crhosts.com

Keystone National High school- Keystoneschoolonline.com

Saylor Academy- Saylor.org

Khan Academy- khanacademy.org

All In One Homeschool - Allinonehomeschool.com

Troy Access-troy.edu/access