



Admission Procedures

The mission of Acacia Academy is to cultivate intelligence plus character by means of an excellent classical Christian education to students of diverse racial and socioeconomic backgrounds.

Step One – Visit Acacia Academy and Take a Tour:

- Parents/guardians are invited to visit the school and see firsthand what Classical Education looks like at Acacia Academy.
- Call the school office (765-457-5545) or send an email (acacia@acaciaacademy.org) to schedule a date and time.
- You will receive a copy of *Discover Classical Christian Education: The Essential Guide for Parents* and other information regarding Acacia Academy.

Step Two – Complete an Application and Request Student Records:

- Turn in the completed “Application for Admission”. The form may be submitted via e-mail (as an attachment) to the acacia@acaciaacademy.org address or may be mailed to:
Acacia Academy - Attn: Admissions Committee
830 South Main Street, Kokomo, IN 46901
- APPLICATION DUE DATE: Applications are processed based on sibling enrollment, merit applicant, and timing of submission. Early applications will have preference over late applications if space is limited.
- Request student records. The parent is to sign the “Authorization for Release of Student Records” for each school the student has attended. The parent is to send this form to each school and request for student records to be sent to Acacia.
- Prior to submitting the application, please read the *Acacia Academy Handbook* (available at www.acaciaacademy.org on the Admissions page) and contact the office about any questions.

Step Three – Placement Exams:

- Acacia Academy is currently developing exams that will help us assess the ability levels of prospective students.
- Students may be requested to participate in these assessments prior to completing enrollment.

Step Four – Notification Letter and Finalize Enrollment:

- We will send you a letter notifying you of the decision for enrollment made by our reviewers.
- Once admission has been granted, a packet will be sent to your home requesting the following information to finalize enrollment:
 - Confirmation of receipt of student’s cumulative records from previous school(s) (grades one and up)
 - Copy of student’s birth certificate
 - Copy of student’s health records, including an immunization record
 - Completed Emergency Medical Notification Form
 - Completed Financial Contract and selected tuition payment plan
 - Completed Handbook Agreement with parents’/guardians’ signatures

Step Five – Before the First Day of School:

- Payment of first tuition installment
- Purchase school uniform (Please see the uniform policy online)
- Procure student supplies (refer to student supply list that will be sent by the teacher)
- Attend the parent-student orientation

Acacia Academy admits students of any race, color, national, and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national origin in administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school-administered programs.