

“An Adventure of a Lifetime.”

Vacaville Christian Schools

CALL OUR ADMISSIONS OFFICE TODAY!

707-446-1776 ext. 3050

GO-VCS

1117 Davis Street
Vacaville, CA 95687
www.go-vcs.com

2023-2024

International Student Application Packet



Vacaville
Christian
Schools

www.Go-VCS.com

International

7th - 10th Grade



Dear Prospective Family,

Thank you for considering Vacaville Christian Schools (VCS). We know that the selection of the right school environment for your child is one of the most important decisions facing any parent. As a school, our focus is on providing a superior educational climate that will encourage your child to pursue academic excellence, and will create a desire to strengthen spiritually, physically, and creatively. As a parent, I understand that you have a crucial decision to make about your child's future. That is why you have this packet in your hand!

We are looking for families who are supportive of our Christian philosophy, objectives, and standards of education, and whose children meet our enrollment standards. Our purpose is to serve families who desire not only a private education, but a distinctively Christian education for their children.

Before filling out the admission paperwork, please read through our Parent & Student Handbook at www.go-vcs.com. The handbook will introduce you to many of the school's policies, procedures and expectations for both parent and students. In the first several pages of our handbook you will find explanations regarding our purpose, mission, and beliefs. Vacaville Christian Schools unashamedly accepts the Bible as the infallible and inerrant Word of God and practices a literal interpretation of Scripture. Biblical principles are integrated into every subject taught at our school and our staff is committed to academic excellence and teaching students how to apply the truths of God's Word in every aspect of life.

As in all decisions related to your child's education, it is important for you to determine that this is a school that is consistent with your personal decisions and life style and will not cause confusion or conflicted feelings. We respect your right to enroll your child in the best possible learning environment. It is our hope that Vacaville Christian Schools can partner with your family in all areas.

For more information on the admissions process, please turn to the last page of this packet or feel free to contact us at 707-446-1776 ext. 3050. If you have not visited our campus, I encourage you to schedule a personal tour, as soon as possible. I would like to make the admissions process as easy as possible, answer your questions and provide you with all of the information you need to make an informed decision.

Working together!
Maylene Ripley
Director International Student Program Director

Please complete ALL REQUIRED forms in the application packet prior to returning the packet for consideration. Check-off each item on the checklist below to ensure the packet is complete. Please print legibly on all forms.

APPLICATION PACKET CHECKLIST:

- ☐ Completed Application with Parental Commitment Form (must be signed by BOTH parents)
- ☐ Signed Handbook Acknowledgement
- ☐ Signed Student Release Form
- ☐ Emergency Contacts Form
- ☐ Power of Attorney or guardianship documents
- ☐ Copy of passport
- ☐ Copy of immunization records
- ☐ TOEFL Jr. test results with score of 750 or higher
- ☐ Copies of transcripts translated into English from the past two years
- ☐ Student Questionnaire
- ☐ Student Essay (Handwritten by student)
- ☐ School Report completed by an English teacher
- ☐ \$275 non-refundable application fee*

Please ensure that you have signed and dated each form where indicated and that all blanks are either completed or marked "N/A" if not applicable. *Applications submitted without the appropriate fee and signatures **will not be processed**.

Admission Procedures:

The Admissions Office maintains a **waiting list** for each grade level. This list is necessary until the Admissions Office determines how many enrollment slots are available to new students. Each year, a limited amount of enrollment slots will be available for grades 7 to 10. Applications will be accepted from January to May.

1

Step One: Application - To initiate the application process, the Admissions Office must receive the following items:

- A. Completed Application Packet:** (one per child) The application, in addition to all the supplemental forms listed on the front cover, needs to be signed and complete.
- B. Application Fee:** A non-refundable application fee of \$275, made payable to Vacaville Christian Schools, must accompany the completed application packet, submitted by agency.
- C. TOEFL Jr./TOEFL/iTEP SLATE Test Results:** Results will be sent to VCS from the TOEFL testing facility. Students must have a combined score of 750 or higher on TOEFL Jr. (a minimum score of 70 on the TOEFL 4.0 on the iTEP SLATE) to be considered for admission.
- D. Parental Statement:** Statement of recommendation for the child to attend.
- E. School Report Form:** These forms are usually completed by your child's current English teacher.
- F. Report Cards:** Please submit English translated copies of transcripts for the past two years with the application.

2

Step Two: New Student Interview

New Student Interview: This appointment will be scheduled with the Admissions Office after the application is submitted. This interview will be done via WeChat. Acceptance of Admissions Letters will be mailed to all applicants after the interview with the International Student Program Director confirming or denying your child's acceptance.

3

Step Three: Issuing the I-20

I-20: After a student completes the Student Interview and has received acceptance, VCS will issue the student an I-20 for obtaining a student F-1 visa. The I-20, acceptance letter and contracts will be mailed to the student's home country.
*Parents need to make an embassy appointment to obtain the F-1 student visa after VCS issues the I-20. A \$200 non-refundable embassy processing fee is due prior to the interview with the embassy and is payable by the parents to the embassy.

4

Step Four: Completion of School Registration - In order to secure your child's spot, please return your enrollment contracts and all fees to the Admissions Director once your child's visa is granted. Please be sure to include the non-refundable registration fee of \$275.

- A. Completion of online Smart Tuition Account Registration**
- B. Signed Contract of Payment and Liability Contract**
- C. Remittance of non-refundable registration fee of \$275**
- D. Mandatory Orientation (TBD)**
- E. Tuition down payment of \$5000 due no later than June 1 and remaining tuition due by July 1**

***All initial payments must be made via cashiers, personal check or wire transfer.**

Vacaville Christian Schools admits students of any race, color, national, or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students of the school. It does not discriminate on the basis of race, color, national, or ethnic origin in administration of its educational policies, admissions policies, scholarships, and athletic and other school administered programs.



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INTERNATIONAL ADMISSION APPLICATION

PLEASE PRINT OR TYPE CLEARLY

☐ 2022-2023 ☐ 2023-2024

ADMISSIONS USE ONLY

App Date Received: ____/____/____

App Fee: _____ CK# _____

Application Received by: _____

Forwarded to Registrar: ____/____/____

☐ Accept

☐ Decline

OFFICE USE ONLY

PowerSchool ID: _____

Reg Fee: _____ CK# _____

Tuition: _____ CK# _____

Summer Fee: _____ CK# _____

Student Start Date: ____/____/____

DayCare Options: ☐ Full-Time (R) ☐ Hourly (U)

☐ Rewards

Student's Information: All school mailings will be sent to this address

_____/_____/____ M F
Legal Last Name Legal First Name Date of Birth Gender Grade Applying For

Street Address for Home Country

_____/_____/____
City Province Country Postal Code

American First Name: _____ Student Cell Phone (Please include country code): _____

Skype ID/email address: _____ WeChat Address: _____

Physical Custody: ☐ Both Parents ☐ Mother ☐ Father ☐ Shared Custody ☐ Other _____

Legal Custody: ☐ Both Parents ☐ Mother ☐ Father ☐ Shared Custody ☐ Other _____

Father's Information:

_____/_____/____
Last Name First and Middle Name Home Phone (Please include country code)

Street Address for Home Country

_____/_____/____
City Province Country Postal Code

Email Address: _____

Mother's Information:

_____/_____/____
Last Name First and Middle Name Home Phone (Please include country code)

Street Address for Home Country

_____/_____/____
City Province Country Postal Code

Email Address: _____

Agency Information: Agency Name: _____

Mailing Address City State ZIP

Coordinator's Last Name Coordinator's First Name Home Phone Number

Email Address: _____ Cell/Work Phone: _____

Does the agency hold guardianship documents for educational and medical decisions for the student while enrolled at VCS?

- ☐ No-- Student must provide guardianship documents listing guardian with whom they live while enrolled at VCS.
☐ Yes--Agency must provide a copy of the agency contract, signed by a parent, stating that the confirming agency may act on the behalf of parents while student is enrolled at VCS.

VCS Parental Commitment

VCS Statement of Faith

We believe the Bible is the only Word of God, divinely inspired, inerrant, infallible, totally expressing His purposes to mankind. We accept the Bible as our final authority; the all-sufficient and complete rule for faith and conduct. (2 Timothy 3:15-17; I Peter 2:15)

We believe there is one God, eternally existent in three persons: Father, Son and Holy Spirit. God the Father, Creator and Ruler of the universe from Whom all life exists (Genesis 14:22; Genesis 1:1; Colossians 1:17); Jesus Christ, God the Son sent to take the form of a man to put God's great plan for humanity into effect (John 17:5; Philippians 2:5-11; Hebrews 1:2); God the Holy Spirit, revealing Jesus Christ and God's plan to the Christian and bearing witness to God's work in our world. (John 16:13-14; I Corinthians 2:9)

We believe in the person of Jesus Christ, God's only eternal Son. Born of a virgin, He lived a sinless life; performed mighty miracles; died for the sin of the whole world; rose again to conquer sin, death, and Hell; ascended to the right hand of His Father to intercede on our behalf; and will return to earth again for those who have personally accepted forgiveness of sin through Him. (Isaiah 7:14; Hebrews 7:26; I Corinthians 15:3-4)

We believe that all mankind is born sinful and separated from God, requiring individual repentance and forgiveness through the blood of Jesus Christ, shed on the cross, as absolutely essential to be in right standing again with God. (Romans 10:9-17; John 3:16; Titus 2:11-13)

We believe that any form of sexual immorality (including adultery, fornication, homosexual behaviors, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God. (Matt 15:18-20 ; I Cor. 6:9-10)

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Romans 10:9-10; 1 Cor 6:9-11).

We believe that every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture or the beliefs or practices of Vacaville Christian Schools.

We believe in the continuing ministry of the Holy Spirit, by Whose indwelling, the Christian is enabled to live a godly life. (Ephesians 5:18; 4:30; I Corinthians 3:16)

We believe in the second coming of Christ and the resurrection of believers. (I Thess. 4:16-17; Revelation 19:20; 20:11-15)

We believe in the spiritual unity of all believers in the Lord, Jesus Christ. (Ephesians 1:22-23; Romans 8:9). I understand the standards of VCS in all areas including character, academics, social, and spiritual development. I recognize that VCS is a non-denominational school that fully supports the local Christian churches in the community.

I have read the "Statement of Faith" printed above and by my signature below, I acknowledge VCS' Bible based education and agree to support, uphold and abide by all of its policies and procedures. VCS exists to serve students and parents who support Christian values. All parents and students are encouraged to regularly attend a Christian church.

Parent Initials: _____

I have read and understand the terms set forth in this parental commitment and will adhere to this covenant for the duration of my child's attendance at Vacaville Christian Schools. Parent Initials: _____

The statement of faith does not exhaust the extent of our beliefs. The Bible itself, as the inspired and infallible Word of God, is what speaks as the final authority concerning truth, morality, and the proper conduct of mankind. It is the sole and final source for all that we believe. For purposes of Vacaville Christian School's faith, doctrine, practice, policy, and discipline, our school board is Vacaville Christian School's final authority on the Bible's meaning and application.

I have reviewed the statements above and agree to be governed by all the provisions herein.

NOTE: MUST BE SIGNED BY BOTH PARENTS

Signature of Father

Date

Signature of Mother

Date

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



Handbook Acknowledgement

Student's Name: _____

Please read through the VCS Parent & Student Handbook from the VCS website, <http://www.go-vcs.com/parent-handbooks>, read the following statements carefully and sign below to indicate your agreement.

I hereby affirm that I have read the Student Handbook and have discussed its policies with my student. I certify that I consent to and will submit to all governing policies of the school, including all applicable policies in the Student Handbook. I understand that the standards of the school do not tolerate profanity, obscenity in words or actions, dishonor to the Holy Trinity and the Word of God, disrespect to the personnel of the school, or continued disobedience to the established policies of the school.

I understand that the services of the school are engaged by mutual consent, and that either the school or I reserve the right to terminate any or all services at any time (subject to the schools financial withdrawal guidelines). I understand that this handbook does not contractually bind Vacaville Christian Schools and is subject to change without notice by decision of Vacaville Christian Schools. Admission to the school is a privilege, not a right, and admission for one school year does not guarantee automatic admission for future school years. Students in grades 6-12: Please read the following statement carefully and sign below to indicate your agreement. I hereby affirm that I have read the Student Handbook. I certify that I consent to, and will submit to all governing policies of the school, including all applicable policies in the Student Handbook.

I understand that admission to the school is a privilege, not a right, and that any behavior, either on or off campus, which is not consistent with the school's standards could result in the loss of that privilege.

NOTE: MUST BE SIGNED BY BOTH PARENTS

Student's Signature Date

Signature of Father/Legal Guardian Date

Signature of Mother/Legal Guardian Date



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Dear Parents,

Welcome to VCS! We are very excited about the opportunities your student will have here at Vacaville Christian. VCS uses a variety of technology in the educational process on our campus. The tools we use allow for extremely effective technological support for instruction.

1. VCS employs a Learning Management System (LMS) called Schoology. Once logged into Schoology, using the students Power School credentials, students will find a home page which serves as a hub for all information, links, and paperwork associated with each class.

2. Every student in middle and high school will need a tablet or laptop to aid instruction. Our IT department has provided a list of minimum requirements for these devices whether they be tablet or laptop units. (Please see below)

Device specifications:

- Laptops or tablets that use a digital pen or stylus
- Laptops or tablets with a minimum of 128gb of storage
- Laptops or tablets that can install applications and programs (Chromebooks are not a viable option because they do not allow for installation of apps and programs)
- Laptops or tablets with a keyboard (not required but highly recommended)
- Laptops or tablets with a camera

iPads, Android, EVOO, or Samsung tablets, Lenovo ThinkPads, or laptops are all ACCEPTABLE devices.

Other options for obtaining a device would include using a vendor called Insight. Insight is aware of the technology needs and the platform, for our school, and have negotiated highly competitive pricing with our IT department. These devices were specifically designed in collaboration with our IT team and Lenovo to best suit our students' needs.

If you need help with any of these requirements or further information, please contact your student's school office.

Middle School (707) 446-1776 x 3000

High School (707) 446-1766 x 4000



International Parent Written Statement

- *Spiritual goals you have for your child*
- *Your desire for your child to receive a Christian education based on biblical teachings and the life of Jesus Christ*
- *Church attendance and involvement*
- *Reason for not obtaining a Pastor Recommendation*

Date



Student Information:

_____ Legal Last Name	_____ Legal First and Middle Name	____/____/____ Date of Birth	M F Gender	_____ Grade Level
_____ Primary Address while in United States		_____ City	_____ State	_____ ZIP
Home Phone while in United States: _____				
Primary email address for school/teacher news and announcements: _____				
Host #1: _____		Work: _____	Cell: _____	
Host #2: _____		Work: _____	Cell: _____	
Agent: _____		Work: _____	Cell: _____	

Emergency Contacts (other than host family). Please note work (w), cell (c), or home (h) for type.

Name	Primary #/Type	Secondary #/Type	Relationship to Child	Allowed to Pick Up	
				Yes	No
				Yes	No
				Yes	No
				Yes	No
				Yes	No

Disaster contacts allowed to release students in the care of, in the event of a school emergency evacuation. Please note work (w), cell (c), or home (h) for type.

Name	Primary #/Type	Secondary #/Type	Relationship to Child

Medical Information:

Health Problems: ☐ Asthma ☐ Bee Sting ☐ Diabetes ☐ Epilepsy ☐ Heart Condition ☐ ADD/ADHD

Other: _____

Allergies (specific): _____

Medications during school hours: _____

Medications after school hours: _____

Which medications are necessary for the student to carry with them during school hours? _____

Authorization For Medical Treatment:

In the event of an emergency, I authorize VCS personnel to make arrangements for my child to receive medical care, including required transportation. I authorize the physician and/or dentist named above to undertake such care as is considered necessary. In the event the above physician is unavailable, I authorize VCS personnel to arrange for emergency medical care. I agree to assume all costs incurred. I further hold the school harmless for any result of said treatment and assume solely the financial responsibility for such treatment.

Signature of Parent: _____ Date: _____



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International Student
Questionnaire
7th-10th Grade
Applicants

This form is to be completed by the student. Please do not type your answers. If more space is needed, please use an additional piece of paper.

Student's Name

American First Name

Grade applying for

Why do you wish to come to Vacaville Christian Schools? (Please tell us about your personal feelings and reason for choosing VCS.)

What are your plans after high school? _____

What experiences do you hope to have while attending VCS? _____

How many days a week do you attend school? _____ How many hours per day? _____

On average, how many hours a day do you spend on homework? _____

Do you attend church? _____

Do you have private Bible study and prayer? ☐ Regularly ☐ Occasionally ☐ Never

What extracurricular activities interest you? (Check all that apply)

- ☐ Music Conservatory ☐ Yearbook ☐ Art ☐ Radio Broadcasting/Radio Engineering
☐ Computer Applications ☐ Film/Video/Broadcast Journalism ☐ Student Government/Leadership
☐ Athletics (list) _____
☐ Clubs (list) _____
☐ Quest NASA Program _____

Student Questionnaire

List any special academic or athletic awards you have received in the last two years:

Have you had difficulty with students or teachers in a current or previous school? ☐ Yes ☐ No

If yes, please explain: _____

Have you ever had any incidents with the police or have a police record? ☐ Yes ☐ No

If yes, please explain: _____

Describe your contact with tobacco, alcohol and drugs and your present attitude regarding their use:

Have you read the standards regarding dress code and student conduct, and will you wholeheartedly support the mentioned standards? Yes ☒ No ☐

(Dress Code and Conduct policy can be found in Parent Handbook at www.go-vcs.com)

Write a two page essay in your own handwriting:

We would like to know how well you organize your thoughts and express them in writing, while at the same time telling us more about yourself. Please neatly write your essay on separate sheets of paper. **Typed essays will not be accepted.** Do your best to demonstrate logical organization, clear paragraph transitions, proper sentence structure and variety of expression, and absence of mechanical and grammatical errors. In your two page essay write about ONE of the following:

A. Describe 2-3 important experiences from your life that have helped shape the kind of person you are (for example: family experiences, activities, interests, hobbies, places in which you have lived or visited, service to others, etc.).

OR

B. What do you think it means to be a Christian? Describe your relationship with God over the last year or two, leading up to the present, noting any high or low experiences you feel comfortable sharing with us.

I certify that all information given on all application materials is correct and complete. I understand that any omission or misinformation may result in denial of my application or dismissal from Vacaville Christian Schools.

Student Signature _____ Date _____

Parent Signature _____ Date _____



To the Student: Please PRINT all information in this section, then give this form to your English language teacher. Please FAX this form to the Admissions Office at (707) 446 - 1514 or email to maylene.ripley@go-vcs.com.

Student's Name: _____ Gender: M F
Last First Middle

Date of Birth: _____ Current Age: _____ Current Grade: _____

Home Address: _____
Street City Country

To the Teacher: Your candid evaluation of the student's academic and personal ability to participate in a rigorous academic experience is appreciated. Please print clearly.

Name: _____ Position: _____

School: _____

Email Address: _____

Address: _____
Street City Country

1. The student has been sent to my office for disciplinary problems: ☐ Never ☐ Seldom ☐ Often

2. The student has been suspended _____ times.

3. The student has been expelled and therefore not eligible to return next year: ☐ Yes ☐ No

4. In your view, what are the student's particular strengths?

5. In your view, what are the student's particular weaknesses?

6. Please evaluate the student's personal qualities in relation to other students of the same age.

Personal Qualities	Outstanding	Excellent	Good	Average	Below Average	No basis for judgement
Energy						
Integrity/Honesty						
Self-Discipline						
Receptiveness to Ideas of Others						
Independence						
Leadership						
Social Self-Confidence						
Peer Compatibility						
Resilience						
Concern for Others						
Warmth of Personality						
Responsibility						
Emotional Stability						
Maturity (relative to age)						

7. Please evaluate the student's academic qualities in relation to other students of the same age.

Personal Qualities	Outstanding	Excellent	Good	Average	Below Average	No basis for judgement
Intellectual Curiosity						
Academic Potential						
Academic Achievement						
Reading Ability						
Written Expression						
Creativity/Imagination						
Analytical Ability						
Ability to Work w/out Supervision						
Organizational Ability						
Initiative						

Comments: _____

Signature: _____

Date: _____



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International Release of Specific Student Information

Vacaville Christian Schools does not release information or records concerning your child to organizations or individuals without your consent (except as noted below). There are a number of times, however, when such information may be requested. Rather than contacting you for specific permission to release information when each instance occurs, we have designed this form to serve as a release for most of those instances.

Your consent is **required** for us to release such information. If you choose to give your consent, **please initial where indicated** for each instance listed. If you wish to revoke your consent, you may do so at any time by **notifying the school in writing**. If you have any questions, please call your school's Administration Office.

Name of Student

Date

INSTANCES REQUIRING PARENTAL CONSENT TO RELEASE INFORMATION

Press Permission

We, as parents, give permission for information and photography concerning participation in special programs, winning of awards, honors, etc. This includes any photos used to advertise enrollment and/or activities at VCS.

(Advertising may be in print, multi-media, internet, or website communications)

Parents' Initials _____

Statement of Consent

We/I consent to the release of the specified information to the organizations and individuals noted above upon their request. We/I understand that this consent may be revoked by us/me at any time by notifying the school in writing.

Signature of Parent/Guardian

Signature of Parent/Guardian

☐ WE DO NOT WISH FOR ANY INFORMATION TO BE RELEASED (please check the box)



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www.Go-VCS.com

Mr. Ben Davis, Head of School
ben.davis@go-vcs.com

Mrs. Maylene Ripley, International Student
Coordinator
maylene.ripley@go-vcs.com

LANGUAGE PROFICIENCY TESTING REQUIREMENTS FOR INTERNATIONAL STUDENTS

All international students applying for admission to Vacaville Christian Middle & High School are REQUIRED to take the TOEFL Junior test. There are NO exceptions to this requirement. Minimum score accepted is 750 combined score, 250 for each of the three sections. Students may also take the TOEFL ibt test. Minimum score accepted for TOEFL ibt is 70. Also acceptable is the iTEP SLAT test with a minimum score of 4.0. VCS will accept Duolingo testing during COVID pandemic. Students applying for the school year must submit an application and language proficiency test results no later than May 21, 2022. Please contact us if testing sites are unavailable at this time.

Students can take the TOEFL Junior test at Vacaville Christian Schools, while visiting the United States, if a testing site is not available in their home country.

Students must reserve a testing date at least 30 days prior to the desired testing date. The fee is \$200 per student to take the TOEFL Junior test at Vacaville Christian Schools and takes approximately three to four hours to complete testing.

It is the student's responsibility to prepare for the TOEFL Junior test, prior to taking the test. Study material can be ordered online at: http://www.ets.org/toefl_junior/prepare. If the student does not have access to a testing site within 90 minutes of their home, please contact me.

If you have any questions, please feel free to contact my office at any time.

Working Together,

Maylene Ripley

International Student Coordinator
Vacaville Christian Schools
707-446-1776 ext. 3000

GO-VCS

1117 Davis Street
Vacaville, CA 95687
707.446.1776

Blackbaud Tuition Management – Enrollment Instructions for Parents

Your school has partnered with **Blackbaud Tuition Management** to service your child's tuition account. To enroll online, please follow these instructions.

1. Go to <https://enroll.blackbaud.school>

A welcome message appears.

2. Select **Create a new account**. (It's a blue button towards the bottom.)

3. Enter your school's name in the search box to find your school. Select the green circle to choose your school.

4. In section 1, provide information about who will pay.

Enter the parent, guardian, or bill payer's contact information.

Please provide your mobile number and email address. We regularly communicate important information about your account via text message and email.

5. In section 2, provide information about who will attend.

Enter the names and grades of the children who will attend the school.

6. In section 3, provide information about how and when to pay.

Review the payment plans offered by your school. Then choose your preferred:

- payment plan
- payment method

from the options offered by your school. Your school determines which plans are listed. **Tuition Management** can't change the plans listed.

7. In section 4, review **Tuition Management's terms and conditions**. Then select Submit enrollment to complete your online enrollment.

8. A submission confirmation with your Family ID appears.

9. Next, your school will review your enrollment. When complete, you'll receive confirmation from **Tuition Management**.

10. After your school has reviewed and activated your account, you'll receive an email with login instructions.

To view your balance, make payments, update your personal information, or chat with a live representative, access your **Tuition Management** account at <https://parent.blackbaud.school>

Blackbaud's **Tuition Management** program manages tuition payments and follows the policies established by your school. Decisions regarding tuition amounts, tuition aid, scholarships, and all other tuition related items are made by your school.

We look forward to working with you and your family this year!

Our Parent Contact Center is available 24 hours per day. Families can access their accounts to check balances and make payments. Call us at (888) 868-8828.

