



# APPLICATION CHECKLIST

## GRADES 1-5

### **ONLINE APPLICATION**

Please complete the application available at [pcaschool.org](http://pcaschool.org) under the Admissions tab.

### **IEP APPLICANT INFORMATION**

Should your child have an IEP, 504, or receive other support services, please provide the most recent documentation to the Admissions Office at the time your application is submitted.

### **APPLICATION FEE**

You may submit the \$100 application fee online at the time of application, or by cash or check, made payable to PCA's Business Office. *(Please note that your application fee must be submitted in order for your application to be processed.)*

### **COPY OF BIRTH CERTIFICATE**

### **SCHOOL REPORT CARDS**

- Current report card (through most recent marking period)
- Last year's report card

### **STUDENT APPRAISAL FORM**

- One completed by current teacher
- One completed by previous year's teacher

### **TEST ASSESSMENT**

- Standardized test results administered within the past year

### **EXPERIENCE DAY**

Applicants are required to spend a school day experiencing classes and community at PCA. Your child's Experience Day will include a brief placement evaluation administered by a member of our resource team.

### **PARENT MEETING**

The final step in the application process is meeting with our Principal to discuss your child's learning style and educational needs. This will be scheduled upon the completion of all other items.

*All items may be submitted electronically to: [admissions@pcaschool.org](mailto:admissions@pcaschool.org)*