

## **ADMISSIONS**

### **Admissions Policies and Procedures**

JFWA welcomes applications from all average and above average, motivated students in grades 5-12 who are interested in excelling academically. Since we offer a college preparatory curriculum, we assume our students plan to further their education after high school. We normally accept students who meet the following criteria:

1. Have a desire for a college preparatory education;
2. Are interested in an environment which fosters high moral and ethical values;
3. Show evidence of ability to excel in the type of curriculum we offer;
4. Have no history of a learning disability that will significantly interfere with the learning process; the Academy does not provide remedial classes, modifications, or other special education-related services; the Academy normally does not admit students whose academic success is dependent on those types of services.
5. Have no history of chronic disciplinary problems;
6. Have not been suspended or expelled from other schools for drug use, alcohol use, or other offenses;
7. Do not have a criminal record;
8. Have at least a 2.0 GPA.

To enroll in JFWA students must submit a completed application form, official transcripts from previously attended schools, standardized test scores, immunization records, drug form, principal's recommendation, and an essay on the topic designated. A non-refundable application fee of \$25.00 must be included with all applications. The Academy reserves the right to contact all references listed on the application form and any principals, counselors, or teachers from the last school attended. An Admissions Committee comprised of the principal, the director of admissions, the assistant principal and the school guidance counselor will review all submitted materials. Parents will be notified by mail of the results of that evaluation.

A parent or guardian who enrolls a student at JFWA acknowledges that the student will be accountable for all written and verbal policies of the Academy. The parent or guardian also acknowledges that enrollment is for a full academic year or the portion remaining for students enrolling after classes have begun. ***If a student withdraws or is dismissed from the Academy, tuition will be due for the time the student attended JFWA.***

### **Home Schoolers**

Students who have been home-schooled may be required to take Academy tests in subjects for which they are requesting credit. These tests will also be used for placement purposes and must be taken before enrollment in classes. For students requesting admission to the middle school (grades 5-8) examinations may be required for the last grade completed. After a student is accepted, he/she must pay the \$100.00 enrollment fee (see below). More information about our home schooler program appears in the homeschooler section of the handbook.

### **Conditional Admissions**

Some students who do not meet the regular admissions standards may be conditionally admitted. Such students may be those who do not have a 2.0 grade point average, but whose test scores and teacher recommendations indicate the student's true ability may not be reflected in his or her grade reports. Students who are conditionally admitted may not be granted the full probation period afforded a regularly admitted student. Terms of the conditional admission will be spelled out in a letter addressed to the parents upon acceptance. Conditional admissions are granted only in cases which have the full agreement of the admissions appeals committee, which consists of the Dean of the Carter and Moyers School of Education, the Academy principal, and the guidance counselor.

**Re-Admissions/Enrollment**

Students at JFWA are reevaluated at the end of each year to determine whether they will be admitted to the Academy for the next year. By the end of April, students shall complete the readmission forms, supply the necessary signatures, and return the forms to the Academy by the date specified in the cover letter. Student maintain at least a 2.0 g.p.a. for readmissions without condition. The admissions committee will evaluate each student's progress and determine whether it is in the best interest of the student to return to the Academy the following year. Quotas for each grade have been established and when a quota is reached, the class size will be capped and students will be placed on a waiting list, so the prompt submission of the re-enrollment form is encouraged.