



APPLICATION CHECKLIST

Interested in your child(ren) attending The Master's Academy? Please review our Admissions Process outlined below:

Step 1: Call the Admissions Office at 407-971-2221 ext. 1246 to schedule a tour today. It will take about an hour of your time to walk our campus and review the Application Process.

Step 2: If you loved our campus and would like to enroll your child, please submit a **completed application** packet with the items below to the TMA Admissions Office either by mail or drop off in either school office. The following documents are required before testing and an interview can be scheduled:

- K5 - 12th applicants: \$75 non-refundable application fee per student (includes testing when appropriate)
- K4 applicants: \$300 application/supply fee (non-refundable if accepted)
- Completed application, signed in all applicable places. Please check documents carefully!
- Pastoral Reference Form (give to current pastor or church leader; they will mail/fax/email directly to us)
- Current report card and previous credits (from the past three years)
- Recent standardized tests (Stanford Achievement Tests, FCATs etc. from the past three years)
- Copy of birth certificate
- Current evaluations and current I.E.P if applicable (for gifted or learning disabled students)
- Medical Authorization Form (sign the back of the form as well)
- Travel-Dismissal Release Form
- Teacher Evaluation Form (give to a current or recent teacher; they will mail/fax/email directly to us)
- Florida Health Forms 680* (*immunization certificate*) and 3040 (*physical exam*) may be obtained from the school student is now attending. Students entering kindergarten or a Florida school for the first time will need the permanent immunization form and current physical on file with the school office one week before the beginning of school. Often times, these forms will come with your official school records.

Step 3: Upon initial application review, prospective families will be contacted by either the Upper School or Lower School office for testing and an interview when appropriate. For admission to the traditional classroom program at TMA, a student must be at or above grade level in core subjects and testing. Students scoring below this level may be considered for admissions to alternative classes. Upon acceptance by The Master's Academy, enrollment is secured when tuition deposit is paid.

Admissions and placement decisions are at the sole discretion of The Master's Academy.

We welcome your application and look forward to helping you through the admissions process!

A D M I S S I O N S O F F I C E

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