



Ridge Manor Christian Academy

34275 Cortez Blvd., Ridge Manor, FL 33523

School Number: 352 – 583 – 4382

Principal Maylen Puentes Cellular Number: 352-467-9364

puentesmaylen@gmail.com rmcademy@gmail.com

New Enrollment Application:

1. Complete and return the Enrollment Application and checklist forms. The Enrollment fee is \$240.00 per student and is non-refundable.
2. Once your application is accepted and approved by RMCA, you will be notified of your child's acceptance for the upcoming school year and receive a welcome letter.

Ridge Manor Christian Academy Private School seeks to enroll students with above average capability who are of good moral character. Students are admitted based on academic testing, school records, teacher recommendation, and an interview. All candidates are carefully considered. No student has the right to re-enroll. All applications for re-enrollment are approved at the sole discretion of the school's Principal. We strive to make fair decisions based on the services that the school can provide for each child. Ridge Manor Christian Academy School admits students without regards to sex, race, color, national or ethnic origin. We set high goals for our students, and we expect them to work hard and strive to reach their potential with the support of their parents/guardians.



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STUDENT INFORMATION:

This application is a contract for the **2024 – 2025** school year.

_____ **First** **Middle Initial** **Last**

_____ Current Age: _____ Grade: _____ Sex: M F _____

Address: _____ City: _____

State: _____ Home Phone: _____ Zip: _____

1. Grade applying for: _____ School last attended _____ County _____

2. Has the applicant ever repeated a grade? Yes No If yes, what grade: _____

3. Has the applicant ever had any discipline or emotional problems, been suspended, expelled, or withdrawn from school? Yes No If yes, explain:

4. Is there any reason the applicant cannot go back to the school previously attended?
 Yes No

5. Has the applicant been tested for or diagnosed with any learning disabilities?
 Yes No
If so, explain:

6. Does the applicant have a current IEP or 504 Plan? Yes No If yes, what plan

7. Does the applicant have any food, medical, or drug related allergies:

Current medication(s) applicant may be on:



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FAMILY INFORMATION:

-Parent/Guardian Marital Status (please mark one):

Married Separated/Divorced Remarried Spouse Deceased Single

-Applicant resides with (please mark one): Both Parents Father Mother Stepfather

Stepmother Grandfather Grandmother Other: _____

*****In case of divorce or separation, please submit legal documents.**

School notification should be sent to (please mark one): Father Mother Stepfather

Stepmother Grandfather Grandmother Other: _____

Financial Responsibility will be assumed by (Parent(s)/Guardian(s)/Scholarship):

Father/Male Guardian's Name: _____

Home Phone Number: _____ Cell Number: _____

Home Address: _____ City: _____ State: _____

Email address: _____ Zip: _____

Employer: _____

Mother/Female Guardian's Name: _____

Home Phone number: _____ Cell Number: _____

Home Address: _____ City: _____ State: _____

Email address: _____ Zip: _____



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MEDICAL INFORMATION:

Individual(s) to contact if parent(s)/guardian(s) listed cannot be reached for a **MEDICAL EMERGENCY:**

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

I hereby authorize Anchor of Our Soul Ministries/Ridge Manor Christian Academy to give and/or obtain EMERGENCY MEDICAL assistance for my student if I cannot be reached. I assume FULL financial responsibility for any such service rendered. I hereby give permission that my child, _____, may be given emergency treatment by a staff member at Ridge Manor Christian Academy. I also give permission for my child to be transported by car, ambulance, or by any medical transportation vehicle. I agree not to hold Anchor of Our Soul Ministries/Ridge Manor Christian Academy and its employees responsible. Ridge Manor Christian Academy will attempt to contact the persons listed as emergency contacts and will follow their wishes if the circumstance allows. If no one can be contacted, Ridge Manor Christian Academy will contact a physician, ambulance personnel or emergency room personnel and will follow the recommendation of these persons.

I agree to pay any expense that Ridge Manor Christian Academy may incur in the emergency treatment of my child.

Print Parent/Guardian Name: _____

Parent/Guardian Signature: _____



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Tuition 2024 – 2025:

Admissions Invest in your child!

There is no better time to invest in your child’s education than during his or her most formative years in elementary, middle, and high school – the years when faith, values, and moral compass is so important. At Ridge Manor Christian Academy, teachers invest in each child by helping academically and spiritual foundation.

2024 – 2025 Annual Tuition:

Elementary (K4 (Full Day) – 5th) \$8,500.00

Middle School (6th – 8th) \$8,500.00

High School (9th – 12th) \$8,500.00

Additional Assistance \$3,500.00

RMCA also participates in the Step Up for Students, Step Up for Students with Unique Abilities, Family Empowerment Scholarship, AAA Scholarship, AAA Gardiner Scholarship, Step Up for Students New Worlds Reading Scholarship, and Step Up for Students Hope.

Grades	Tuition	Fees for Books	Fees for Transportation for Field trip	Fees for Testing	Fees for Uniform	Other Fees UA	Total
K-12	\$7,000.00	\$1,000.00	\$200.00	\$200.00	\$100.00	3,500.00	\$8500.00



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Admissions:

Why is Accreditation Important? Ridge Manor Christian Academy has been accredited by Church of God Association of Christian Schools (CGACS). Accreditation provides parents and guardians with the assurance of quality education from a dependable educational institution. CGACS accreditation is a process, a self-study independent analysis, a comparison to established standards, an assessment of school's mission, a commitment to quality education, and a willingness to be accountable on a yearly basis.

All staff members have one or more of the following:

- College Degree, Bachelors, or Higher Education
- State of Florida Teaching Certification
- Christian Education Degree
- (Paraprofessionals) associate degree with emphasis in Education



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DRESS CODE:

Students are expected to be modest in appearance. The dress code of RMCA is based on both Biblical standards and the need for children to learn to dress modestly and tastefully.

I Timothy 2: 9-10, 4:12. RMCA reserves the right to inform parents that certain attire or hair styles are not appropriate for our school.

RMCA Teachers, staff & Administration reserves the right to approach any student about his/her attire.

Dress code violations may result in, but not limited to the following disciplinary measures which will be progressive in nature:

1. Warning
2. Parent being called to pick up child.
3. In school suspension.

Repetitive violations may result in Academic probation.

GUIDELINES SPECIFIC TO BOYS/GIRLS:

- Pants/Slacks/Shorts (girls one inch above the knee)
- No stretch Jeans/Skinny Jeans/ Skintight jeans
- Black, Khaki, Blue
- Pants and shorts may not be ripped, frayed, or have holes or faded sections.

All students must wear their school polo shirts.

P.E. shirts on designated day.

Orange shirt on Fridays and field trip days.



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Tablet Agreement:

I, _____, understand the **Required** **Yearly Rental Fee of \$40.00** must be paid for iPad use. Please pay to the office by check or cash. We currently do not accept electronic/online/debit/credit card payments.

I, _____, understand that I am responsible for the tablet my child has rented from Ridge Manor Christian Academy.

I, _____, understand that if the tablet is returned to Ridge Manor Christian Academy damaged or broken, there will be a **\$275.00 charge** for the tablet to be repaired.

I, _____, understand that if my child is caught on any other website that they are not supposed to be on, there will be a **\$500.00 fee**.

I, _____, understand that if my child is to lose or damage their charger that is given with their tablet, there will be a **\$30.00 fee** per charger that is replaced.

- All fees are non-refundable.

-Teachers will write on the communication log each time the tablet is checked in or out of the school.

-Tablets are **NOT** to be left at home and should be brought back to school by the student the very next day for daily use.

These tablets are conditioned to work specifically in our school environment. We ask that parents not allow students to bring electronic devices from home unless previously approved by administration. Students can use their personal devices at home if they wish to do so or they may take the school tablet with them to do their homework.

Thank You for your cooperation with this matter.

Parent Signature: _____

Student's Name: _____

Date: _____ / _____ / _____



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Media Release Form:

School Year: 2024 – 2025

I _____ DO give permission
for my child _____ to participate in
Ridge Manor Christian Academy’s School Yearbook, School Publication, School
Website, Newsletter, and LED Sign.

I _____ DO NOT give
permission for my child _____ to participate in

NO Student or Staff Contact:

School year: 2024-2025

I _____ am aware and
understand that as the Legal Guardian that my child(ren) are **NOT** allowed to
contact a Ridge Manor Christian Academy Staff Member that is currently
employed or has worked, under any circumstances this includes (ex: photos,
comments, videos on SNAPCHAT, INSTAGRAM, TWITTER, FACEBOOK, OR ANY
GAMING PLATFORM, ETC.).

_____/_____/_____
Student Signature Date

_____/_____/_____
Parent Signature Date



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STATEMENT OF FAITH

RIDGE MANOR CHRISTIAN ACADEMY/ACHOR OF OUR SOULS

1. We believe the Bible to be the inspired, the only infallible, authoritative, inerrant Word of God (2 Timothy 3:16, 2 Peter 1:21).
2. We believe there is one God, eternally existent in three persons- Father, Son and Holy Spirit (Genesis 1:1, Matthew 28:19, John 10:30).
3. We believe in the deity of Christ (John 10:33), His virgin birth (Isaiah 7:14, Matthew 1:23, Luke 1:35), His sinless life (Hebrews 4:15, 7:26), His miracles (John 2:11), His victorious and atoning death (I Corinthians 15:3, Ephesians 1:7, Hebrews 2:9), His Resurrection (John 11:25, I Corinthians 15:4), His Ascension to the right hand of God (Mark 16:19), His personal return in power and glory (Acts 1:11, Revelation 19:11).
4. We believe in the absolute necessity of regeneration by the Holy Spirit for salvation because of the exceeding sinfulness of human nature, and that men are justified on the single ground of faith in the shed blood of Christ, and that only by God's grace and through faith alone are we saved (John 3:16-19, 5:24; Romans 3:23, 5:8-9, Ephesians 2:8-10; Titus 3:5).
5. We believe in the resurrection of both the saved and the lost; they that are saved unto the resurrection of life, and they that are lost unto the resurrection of condemnation (John 5:28-29).
6. We believe in the spiritual unity of believers in our Lord Jesus Christ (Romans 8:9, I Corinthians 12:12-13, Galatians 2:26-28). We believe in the present ministry of the Holy Spirit by who's indwelling the Christian is enabled to live a godly life (Romans 8:13-14; I Corinthians 3:16, 6:19-20; Ephesians 4:30, 5:18). We believe the term marriage has only one meaning: the uniting of one man and one woman in a single, exclusive union as delineated in Scripture (Genesis 2:18-25).
7. We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (I Corinthians 6:18, 7:2-5; Hebrews 13:4).
8. We believe that God's command is that there be no sexual intimacy outside of or apart from marriage between a man and a woman.
9. We believe that God wonderfully foreordained and immutably created each person as either male or female in conformity with their biological sex. These two distinct yet complementary genders together reflect the image and nature of God (Genesis 1:26-27).

The Bible, as the inspired and infallible Word of God, speaks with absolute authority regarding the proper conduct of mankind and is the unchanging foundation for all belief and behavior. Ridge Manor Christian Academy/Anchor of Our Souls/Board of Directors holds final interpretive authority on biblical meaning and application about faith, doctrine policy, practice, and discipline.

Parent Signature: _____

Date: ____/____/____

State of Florida

County of _____ On this _____ day of _____, _____ this record was signed before me by _____

Notary Public Signature Commissioned in _____ County.



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Release of Liability From 2024 – 2025 School Year:

Permission to be Picked Up and Dropped of School Van/Charter Bus/Vehicle:

This form is to be used as a permission slip to ride the school van/charter bus/vehicle for the school year 2024-2025. By signing this form parents/guardians are acknowledging that Ridge Manor Christian Academy/Anchor of Our Souls Ministries its staff and the Charter Company and its staff are not responsible or liable. By signing this form parents/guardians understand that they are waiving all rights to a lawsuit or to hold any ministry under Achor of Our Souls responsible.

Parent Signature: _____

Date ____/____/____

Food Consumption:

At times during the school year, teachers will use food to enhance a classroom lesson, celebrate holidays or birthdays. Due to the number of allergies among students, we need to know whether your child may have food that is provided in class. Or if your child cannot participate in classroom/school celebrations/curriculum food activities.

_____ My child MAY participate in all food related celebrations.

_____ My child MAY NOT participate in all food related celebrations.

Parent Signature: _____

Date: ____/____/____

Student Injury Waiver:

I _____ hereby grant permission for my child _____ to participate in any extracurricular activities.

I waive, release absolve, and hold Ridge Manor Christian Academy/Anchor of Our Souls Ministries and its Administrators, teachers', staff, and physical director from any claim arising out of injury or sickness to my Child.

Parent Signature: _____

Date: ____/____/____

Acknowledgement of Family Handbook:

For the Parents/Guardians:

We agree to uphold the educational philosophy, objectives, in the Student Handbook, standards of conduct and the principles of the Family Covenant. We will cooperate with the administration and teachers in a spirit of collaboration in the instructing of our child(ren).

If at any time during the instructing of our child(ren), we can no longer walk in unity and in all opportunities for communication are exhausted, we will withdraw our child(ren) from RMCA.

I have read, understand, and agree to abide by the guidelines and procedures set forth in RMCA.

We understand that willful disobedience by our child(ren) to these principles and guidelines may result in the withdrawal of my child(ren) from RMCA.

Parent Signature: _____ Date: ____/____/____



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Student Record Release

(new students only)

Date: _____ School Name: _____

County: _____ State: _____

Fax Number/Email: _____

Student's Name(s): _____

OFFICE USE ONLY: 1st Attempt 2nd Attempt 3rd Attempt

Please remit all records including IEP, School Physical and
Immunization Records to:
Attn: RMCA Administration Office
Email: RMCacademy@gmail.com



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Uniform Order Form 2024 – 2025:

Student Name: _____ Grade Entering: _____

Parent Name: _____

Phone Number: (_____) _____ - _____

Youth Chart:

Description	Size (S, M, L, XL)	Additional Uniforms*
Polo Shirt # 1		
Polo Shirt # 2		
Polo Shirt # 3		
Polo Shirt # 4		
Orange Field Trip Shirt		
P.E. Shirt		

Adult Chart:

Description	Size (S, M, L, XL, XXL)	Additional Uniforms*
Polo Shirt # 1		
Polo Shirt # 2		
Polo Shirt # 3		
Polo Shirt # 4		
Orange Field Trip Shirt		
P.E. Shirt		