



BETHANY CHRISTIAN SCHOOL

2017-2018
REGISTRATION PROCESS

Registration for the current school year is a two-step process, with both an application and enrollment record. Upon completion of each packet (instructions below), your child's registration will be complete pending the payment of all registration fees.

Application Packet

- Complete and submit your online application found at www.bethanychristianschool.com along with the \$50 online application fee. (Online Application opens January 4, 2017)
- Students enrolling in K5-5th will be contacted by BCS Admissions to schedule the **entrance exam** after the application has been processed. An entrance exam is not required for students going into K4.
- Send the [Pastor's Recommendation Form](#) to your student's current pastor and return it completed to BCS by email to celeste.wilkinson@mybcsmail.com, in person, or by mail to 10877 Rieger Road, Baton Rouge, LA 70809.
- Once your application packet has been processed, the Admissions Committee will determine acceptance and notify the guardian(s) of acceptance, as appropriate.

Enrollment Packet

Your child's acceptance letter will be sent with instructions on how you can continue with your enrollment packet online. A family interview will be scheduled after the enrollment packet has been submitted.

Family Interview and Supplemental Documentation

Once your Enrollment Packet has been received and processed, you will be contacted by our Admissions team to schedule your family interview. At your family interview, at least one of the student's legal guardians and the student are required to attend. Please bring with you a copy of your child's birth certificate, social security card. We also need a current immunization record signed and dated from your child's pediatrician prior to admission. It has been mandated by the Office of Public Health that a current expiration date be written on the record.

Registration Fees

Registration fees are to be paid in full within 14 days of your family interview, or a \$50 fee will be applied. All fees can be paid in our front office or mailed to the following:

Bethany Christian School
ATTN: ACCOUNTING
10877 Rieger Road, Baton Rouge, LA 70809

Parent Orientation

Parent Orientation is mandatory. You will receive important information and tour your student's classroom. You will also be able to sign up for Enrichment opportunities for your student. School supplies can be brought to parent orientation. For students who enroll mid-year, you will need to plan for this orientation during your family interview.

Tracking Your Admissions Status

After your application is submitted, you can print the completed application, required supplemental forms and track online your progress through our admissions process. You are also able to monitor when the school has received the required supplemental application forms, and if necessary, reprint the supplemental forms. To view your application status, please use your username and password to access your account.