



Application Booklet

2011 - 2012

Dear Parents:

Thank you for your interest in Spring Hill Academy. This packet includes everything you will need to apply for enrollment for 2011 - 2012 school year.

Following are the application procedures:

1. New applications are accepted until classrooms are full. Registration is open first to returning students and their siblings, then to the public. A \$100.00 **non-refundable** application fee must accompany all new student applications.
2. Screening/testing of new students is scheduled as needed and is ongoing. This screening/testing is conducted with the appropriate teacher and the headmaster to ensure appropriate grade placement.
3. Interviews with parents of new students are scheduled beginning in February and are ongoing.
4. In short, the application procedure requires:
 - § At least one parent is required to be a Christian. The parents of students in SHA should have a clear understanding of the biblical philosophy and purpose of Spring Hill Academy. This understanding includes a willingness to have their child exposed to the clear teaching of the school's Statement of Faith in various and frequent ways within the school's program.
 - § The parents should be willing to cooperate with all the written policies of SHA. This is most important in the area of discipline (see the "Discipline Guidelines and School Rules" section in either of the Student-Parent Handbooks) and schoolwork standards, as well as active communication with the respective teacher(s) and administration.
 - Completed Application for Admission
 - Application fee of \$100 (**nonrefundable**)
 - Copies of standardized test scores and report cards from the past 2 years
 - Birth certificate & Copy of Shot Record
 - Signed Parental Contract
 - Student screening/testing (scheduled with school office)
 - Parent interview (scheduled with school office)
 - Upon return of a completed application, if an interview with the family has not already been held, one will be arranged with the Headmaster
5. When a new student is accepted, a non-refundable curriculum fee of \$295 is due upon acceptance.
6. Admission is not considered final until the following items are received:
 - Tuition Agreement is signed and proof of enrollment in the FACTS Tuition Management program is received (Required.)
 - Records from child's previous school
 - Health form completed by child's physician (including immunization records)
 - Emergency contact form
7. The Headmaster will determine final acceptance and grade level placement of students.

8. Enrollment, and therefore the parents' financial obligation, is contracted to be for the full school year. All contracts are to be paid in full, even if there is an early withdrawal. All tuition payments will be made through the FACTS tuition management system.
9. It is understood that parents agree to support the policies of the School as affirmed in the Parental Contract and School Guidelines on the Application for Admission form.

10. If enrollment for a particular grade is full, a waiting list will be established for that grade. Priority in the registration process for any grade is given to current students. Spring Hill Academy admits students of any race, color, gender, and national or ethnic origin, to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, sex, or national or ethnic origin in administration of its educational policies, admissions policies, and athletic and other school-administered programs. Spring Hill Academy does reserve the right to select students on the basis of academic performance, religious commitment, philosophical compatibility, and willingness to cooperate with the Spring Hill Academy administration and abide by its policies.

The student health requirements are as follows:

1. All students attending Spring Hill Academy must have on record, before attending, with the school office either a current and complete immunization record or an exemption statement (according to Tennessee Annotated) Code before entering school in the fall. Standard immunization record forms can be obtained from your family doctor. The completed copy must to be returned to school office.
2. Before the school will issue any medication to a student, we must receive written parental permission. In order to facilitate the general dispensing of non-prescription medicine (for example, Tylenol, Tums, etc.), we have a form available for parents to grant a year's general permission to the school to issue non-prescription medicines to their student(s). This form will be filed in the school office. No prescription medicines will be dispensed without written parental permission on file with specific directions to the teacher.
3. Other forms necessary for student health records that can be obtained from the school office are:
 - Health History: Describes the basic health/illness history of each student.
 - Emergency Form: Lists the emergency contact names and phone numbers of people who may need notification in a medical emergency. Includes signed waiver in order to facilitate necessary medical/surgical action. It is the responsibility of the parents to ensure that the telephone numbers are current for the school year.

If you have any questions, please feel free to call the school office at 615.302.1293.

Blessings,

Abigail Bennett

Abigail Bennett

Elementary Principal



Spring Hill Academy

Laying Foundations for Life and Learning

Dear Parents:

We believe that Christ-centered education is vitally important to Christian families. It follows that no child should be denied a Christ-centered education because of finances. (This is one of the primary reasons we do fund-raising.) Since the body of Christ is made up of members from various economic levels, we have made some provision for those who cannot afford our tuition. There are many principles in Scripture that apply to this issue. "If anyone has material possessions and sees his brother in need, but has no pity on him, how can the love of God be in him?" (1 John 3:17) It should be noted that private education in a Christian environment will always require commitment and sacrifice on the part of the parents.

Applying for Financial Aid

Spring Hill Academy utilizes the help of FACTS School Management's Grant and Aid Assessment to determine aid eligibility. Financial aid application can be made at www.factstuitionaid.com. The deadline for application is May 1, 2011. Once SHA receives reports from FACTS and reviews the data, the Board will allocate available funds. Once these decisions are finalized, letters will be sent to each of the financial aid applicants.

Extent of Aid

The amount of aid will be based on need and will apply only to tuition. Book costs remain the responsibility of the family. No family will receive 100% grant; few families will receive a 50% grant. The grants generally range from 10% to 50%.

The school's financial aid program does not provide full tuition for any family. Even families on extremely limited incomes will be required to pay a portion of their children's tuition. In fact, the more a family personally invests in their child's Christian education (time, resources, and talent) the more they are apt to appreciate it and, as a family, benefit from it.

Families applying for financial assistance will need to complete an application and submit the necessary supporting documentation to FACTS Grant & Aid Assessment by May 27, 2011. Paper applications will be available in the school office beginning on April 1, 2011. Families can apply online beginning immediately at www.factstuitionaid.com.

The following information is required in order for FACTS to process your application:

1. Signed and completed paper application or completed online application.
2. Payment of the \$25 application fee.
3. Copies of your 2009 tax forms including all supporting tax schedules.
4. Copies of your 2010 W-2 form for both you and your spouse.
5. Copies of supporting documentation for Social Security Income, Welfare, Child Support, Food Stamps, Workers' Compensation, and TANF

If you have questions or concerns about the application process, you may speak with a FACTS Customer Care Representative at 1-866-315-9262.

With thanks and warmest regards,

Perry Coghlan, Headmaster



STATEMENT OF FAITH

The following is the foundation of beliefs on which Spring Hill Academy is based. They are also the key elements of Bible-believing Protestant Christianity that will be unapologetically taught in various ways through all grade levels. The substance of these statements is that which will be considered primary doctrine in Spring Hill Academy. Secondary or divisive doctrines and issues will not be presented as primary doctrine. When these types of doctrine or issues arise, they will be referred back to the family and local churches for final authority.

1. We believe the Bible alone to be the Word of God, the ultimate and infallible authority for faith and practice.
2. We believe that there is one God, eternally existent in three Persons: Father, Son, and Holy Spirit. He is omnipotent, omniscient, and omnipresent.
3. We believe in the deity of our Lord Jesus Christ, in His virgin birth, in His sinless life, in His miracles, in His vicarious and atoning death through His shed blood, in His bodily resurrection, in His ascension to the right hand of the Father, and in His personal return in power and glory.
4. We believe that, for the salvation of lost and sinful men, regeneration by the Holy Spirit is absolutely necessary.
5. We believe that salvation is by grace through faith alone.
6. We believe that faith without works is dead.
7. We believe in the present ministry of the Holy Spirit, by whose indwelling the Christian is enabled to live a godly life.
8. We believe in the resurrection of both the saved and the lost; they that are saved to the resurrection of life, and they that are lost to the resurrection of damnation.
9. We believe in the spiritual unity of all believers in our Lord Jesus Christ.

THE SCHOOL HISTORY AND VISION

Spring Hill Academy opened its doors in November of 2004. It represented the concerted efforts and convictions of several individuals: Perry and Patsy Coghlan, Eric Van Gorden, and the Board of Directors at Eagles Nest Academy in Franklin, Tennessee. Their goal was to provide quality Christian classical education for children in Spring Hill by first opening a preschool. Recognizing that all education is grounded upon and inescapably driven by religious (faith) presuppositions, the Coghlan's wanted to start a school that consciously embraced and applied a Biblical Trinitarian worldview in education.

Spring Hill Academy began with eight preschool students in rented facilities at the Shoppes at Campbell Station. The school grew to 54 students in August of 2005, primarily through work of mouth. Parents still say they are most pleased with the dedicated, loving staff members and the consistently high level of academic and biblical encouragement their children receive. In June 2006, Spring Hill Academy opened a second preschool on the Maury County side of Spring Hill. In the fall of 2006, the elementary program began with a Kindergarten class of 14. In the fall of 2007, the elementary program expanded to include first grade. Current plans (as of summer 2010) are to have kindergarten through fourth grade.

As the school expands in size and scope, much thought is given to curricular improvement. At the elementary level, math, reading, science, and other areas of the program are regularly reviewed and upgraded to qualitatively increase the learning of the students.

The school is currently housed in rented facilities, but prays God gives the opportunity to one day buy property and build facilities that will provide a home for Spring Hill Academy for centuries to come. We are planning and praying toward further growth of the school, both in facilities and the scope of the program, as more families become convinced of the necessity and advantages of a classical, Christ-centered education.

We aim to graduate young men and women who think clearly and listen carefully with discernment and understanding; who reason persuasively and articulate precisely; who are capable of evaluating their entire range of experience in the light of the Scriptures; and who do so with eagerness in joyful submission to God. We desire them to recognize cultural influences as distinct from biblical, and to be unswayed towards evil by the former. We aim to find them well-prepared in all situations, possessing both information and the knowledge of how to use it. We desire they be socially graceful and spiritually gracious; equipped with and understanding the tools of learning; desiring to grow in understanding, yet fully realizing the limitations and foolishness of the wisdom of this world. We desire they have a heart for the lost and the courage to seek to dissuade those who are stumbling towards destruction; that they distinguish real religion from religion in form only; and that they possess the former, knowing and loving the Lord Jesus Christ. And all these we desire them to possess with humility and gratitude to God.

We likewise aim to cultivate these same qualities in our staff and to see them well paid so that they may make a career at Spring Hill Academy. We desire them to be professional and diligent in their work, gifted in teaching, loving their students and their subjects. We desire they clearly understand classical education, how it works in their classroom and how their work fits into the whole; that they possess a lifelong hunger to learn and grow; and that they have opportunity to be refreshed and renewed. We desire to see them coach and nurture new staff and to serve as academic mentors to students. We look to see them mature in Christ, growing in the knowledge of God, their own children walking with the Lord.

We aim to cultivate in our parents a sense of responsibility for the school and to be sure they are well informed about the goals of our classical and Christ-centered approach. We desire them to grow with the school, involved in and excited about the journey. We aim to help them to follow biblical principles in addressing concerns, to be inclined to hearing both sides of a story before rendering a verdict, and to embrace the Scripture's injunctions to encourage and stir up one another to love and good works.

Finally, in our relationship with our community, we aim to be above reproach in our business dealings and supportive of the local business community. We further seek to exemplify the unity of the body of Christ, to develop greater fellowship and understanding with the churches, and to bring honor to our Lord in all our endeavors.

Office Use Only

1. Date Appl. Recv'd _____
2. Registration Fee Received _____
3. Interview Date _____
4. Tuition Contract signed _____
5. Entrance test taken _____
6. Accepted _____ Denied _____

Spring Hill Academy
APPLICATION FOR ADMISSION

Date _____

Name of Student _____ Gender _____ D.O.B. ___/___/___ Grade Entering _____

Name of Student _____ Gender _____ D.O.B. ___/___/___ Grade Entering _____

Name of Student _____ Gender _____ D. O.B. ___/___/___ Grade Entering _____

Home Address _____

City/ State/ Zip _____ Home Phone _____

Father's Name _____ Business Phone _____

Place of Employment _____ Position _____

Mother's Name _____ Business Phone _____

Place of Employment _____ Position _____

E-Mail address (if any) _____

1. Do you agree to have your children taught in accordance with the attached Statement of Faith? _____

Are there any points in it which are inconsistent with your convictions? _____

If so please explain. _____

2. Have you read the school handbook? _____ Are there any points of philosophy or school policy which are inconsistent with your goals for your family? _____ If so, please explain.

3. How did you hear about Spring Hill Academy?

4. Why do you want your child to attend Spring Hill Academy?

5. How do you think the parents should participate in the education of their children?

6. Is either parent, step-parent, or guardian opposed to a Christian education? _____ If so, please explain.

7. Family's Church: _____ Pastor _____

8. Spring Hill Academy is greatly helped by parents who regularly and enthusiastically serve as volunteers. Do you have skills that could be of assistance? _____

9. Please list the school last attended or presently attending.

a. Name of Student _____ Teacher's name _____

School name _____ Phone _____

Address: City/State/Zip _____

b. Name of Student _____ Teacher's name _____

School name _____ Phone _____

Address: City/State/Zip _____

c. Name of Student _____ Teacher's name _____

School name _____ Phone _____

Address: City/State/Zip _____

10. Spring Hill Academy is not staffed to handle students with severe learning disabilities or those who have trouble behaviorally. For your child's best interest, please be candid when you answer the following questions. (If more than one child is applying, please consider each one when answering.) Further elaboration on your answers may take place during an interview.

a. Has the student ever been referred for testing or placed in a special program? Yes _____ No _____

b. Has the student received any other special help or tutoring? Yes _____ No _____

c. Has the student ever repeated a grade for any reason? _____ If so, which grade? _____

d. Has the student received any special honors or awards for scholastic achievements?

Yes _____ No _____

e. Has the student ever been suspended or expelled by a previous school? Yes _____ No _____

f. Has the student ever seen a counselor/doctor/psychiatrist for any type of social, behavioral, or mental problems? Yes _____ No _____ If so, briefly state the nature of the problem: _____

g. Has the student ever been examined or treated by a counselor/doctor/psychiatrist for hyperactivity or attention deficit disorder (ADD or ADHD)? Yes _____ No _____

h. Do you suspect or have you been told that your child might have dyslexia? Yes _____ No _____

i. Has the student ever been involved in legal problems or been arrested? Yes _____ No _____

11. Do you know of families who attend Spring Hill Academy? Yes _____ No _____ If so, please list some names here: _____

12. *TO MAKE THIS APPLICATION COMPLETE, PLEASE INCLUDE THE FOLLOWING:

: A \$100 NON-REFUNDABLE registration fee per student;

: A copy of the most recent achievement test scores;

: Report cards from the most recent quarter and the previous year;

13. After the school receives the completed application and other required materials, we will contact you to arrange an interview and possibly a visit to the school, if in session. If it is determined that an entrance exam may be helpful, the school will arrange that with you as well.

PARENTAL SIGNATURE

I certify that this application is correct. I understand my financial commitment and the dates payments are due, and I agree to faithfully meet my obligations to the school. I have read, understand, and agree with the school's guidelines and policies in the appropriate handbook(s).

Date _____ Parent or Guardian _____