



# PNCS Homeschool Wednesdays Application

## Fall 2017

299 Le Roi Road  
 Pittsburgh, PA 15208  
 Calvin Odhner, Principal

### Instructions

Please provide complete information on each page of this form. This will help us to determine if the Pittsburgh New Church School (PNCS) is a good fit for your children and family. Accurate and complete student records are key to keeping your children safe and providing a high quality individualized educational experience. If you have any questions, please call us at 412-731-0122.

### Admissions Procedures

1. Applications are accepted at the beginning of each term. Students should be four years old by June 30<sup>th</sup> to enter the junior kindergarten/kindergarten group.
2. Parents visit the school (with or without your child) before applying for admission to get a personal understanding of the quality of our educational program, the environment of our school, and to meet with a faculty or staff member.
3. Parents submit a written application for admission by mail (address above) or email secretary@pittsburghnewchurch.org.
4. Please provide the school with your child(ren)'s educational history (see p. 2).
5. The final decision is made by the principal in consultation with teachers after an examination of the student's records or educational history. The school will inform you of its decision as soon as possible. At that time, a registration deposit of \$50 is due to hold the student's place.

FATHER'S INFORMATION (OR LEGAL GUARDIAN)		
First Name	Last Name	M.I.
Street		Apt.
City	State	Zip
Phone	Email	

MOTHER'S INFORMATION (OR LEGAL GUARDIAN) <input type="checkbox"/> Same address as father		
First Name	Last Name	M.I.
Street		Apt.
City	State	Zip
Phone	Email	

**STUDENT INFORMATION \*(PLEASE FILL OUT ONE FOR EACH CHILD)\***

First Name	Last Name	M.I.
Street	Apt.	
City	State	Zip
Phone	Email	
Grade Applied For	Birth Date	Male      Female

Has your child's educational experience included:

- Public, private, or parochial school     
 Cyber school     
 Only homeschooling

**(If one of the first two boxes is checked, please fill out the records release on p. 5)**

**FORMAL EDUCATIONAL HISTORY (IF APPLICABLE)**

Previous Schools	From	To	Reason for leaving
1			
2			
3			

**ADDITIONAL INFORMATION**

What can you tell us about your child so we can provide the best possible education? For example, what are some of your child's strengths, weaknesses, interests, or special needs?

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**TUITION AND FEES**

We make every effort to keep our tuition and fees as low as possible. The tuition in the table below represents less than 40% of what it costs to educate each student. Any contributions above these basic fees are greatly needed, appreciated, and are tax deductible.

<b>Grade</b>	<b>Tuition for fall 2017</b>
Jr. K – 5	\$745 (per child)

Registration Deposit: \$50

If you wish to enroll your child in the Pittsburgh New Church School, you are required to submit the registration deposit within seven business days. This is a deposit towards your total tuition and fees. If the deposit is not received, your child's name will be placed on a waiting list and enrollment cannot be guaranteed.

**Financial Aid**

Some need-based financial aid is available. For more information on financial aid or alternative payment arrangements, please call Ned Uber at 412-767-2400 x 4033 (our treasurer).

**PAYING YOUR TUITION**

**Full Payment:** We offer a 5% discount to the total cost of tuition for those students who make full payment on or before September 5, 2017.

**Automatic Withdrawal:** By filling out the included form, you can authorize your bank to automatically make each monthly tuition payment. This saves you from having to remember to write a check, from the cost of stamps, and from late payments.

**Contact the Treasurer:** If you are not able to submit your tuition by early payment or automatic withdrawal, please contact the principal (412-731-0122) or Ned Uber, our treasurer (412-767-2400 x 4033).

# Pittsburgh New Church School Tuition Payment Agreement

## Fall 2017



299 Le Roi Road  
Pittsburgh, PA 15208

I (we), the undersigned, agree to make tuition and fee payments for

(students' names) \_\_\_\_\_

in the total of (amount) \_\_\_\_\_

to the Pittsburgh New Church School for the 2017 fall semester.

I have read and understand the Tuition Payment Agreement and the Tuition and Fees information in this document.

**PLEASE CHECK ONE:**

Full amount is enclosed (minus 5% discount if before September 5)

Beginning in September 2017, I will make four equal, consecutive monthly installments of (amount) \$\_\_\_\_\_ per month, to be paid via automatic debit from my checking account before the 5<sup>th</sup> of each month, the first payment due before September 5, 2017.

I have made other payment arrangements with the treasurer (please describe below).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signatures of parents or guardians:

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_



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Pittsburgh, PA 15208

# Authorization for Releasing School Records

## Instructions for parents:

Please fill in the information for the most recent record-holding school for your child(ren).  
Sign and return this form with your application.

Record-holding School's Information	
Name of School	
Principal	School Phone No.
Address	

Student Information	
Name	Date of Birth
Name	Date of Birth
Name	Date of Birth

As the parent or guardian of the above student(s), I authorize the record-holding school above to release all school records (including health records, academic records, and any other records of interest) pertaining to the above students to the Pittsburgh New Church School.

Signature of Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_

## Instructions for the Record-holding School:

Please send all relevant records pertaining to the above students to the following address:

**Pittsburgh New Church School**  
**Attn: Secretary**  
**299 Le Roi Rd**  
**Pittsburgh, PA 15208**

[secretary@pittsburghnewchurch.org](mailto:secretary@pittsburghnewchurch.org)