



Requirements for School

Listed below are the additional forms that need to be completed for our records. These forms must be submitted before the start of school:

14510 Spriggs Road
Woodbridge, VA 22193
703.680.6629

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| <input type="checkbox"/> COOPERATION FORM | <input type="checkbox"/> ADMINISTRATOR'S EVALUATION (<i>NEW 7th-12th GRADE</i>) |
| <input type="checkbox"/> EMERGENCY CONTACT FORM | <input type="checkbox"/> DISCIPLINARY STATUS (TRANSFERRING STUDENTS) |
| <input type="checkbox"/> FINANCIAL POLICY | <input type="checkbox"/> PASTORAL RECOMMENDATION (<i>NEW 7th -12th GRADE</i>) |
| <input type="checkbox"/> MEDICAL AUTHORIZATION FORM (front & back) | <input type="checkbox"/> RELEASE OF RECORDS (TRANSFERRING STUDENTS) |
| <input type="checkbox"/> PROBATIONARY FORM | <input type="checkbox"/> VHSL SPORTS PHYSICAL FOR ATHLETES (7 th -12 th GRADE) |

The original birth certificate and shot records must be presented at the time of enrollment.

1. If you have a student starting Kindergarten (K4 or K5) *or* moving in from another state, the child **must** have a physical exam. The Commonwealth of Virginia school entrance health form (MCH 213G, revised 2014) is available online for your physician to complete. Your child **may not** begin school without this completed physical on file in the school office.
2. All 7th grade students are required to receive the **Tdap booster** within one week of his/her 11th birthday. Documentation of the booster must be provided to the school office.
3. The Emergency Contact form is very important. Parents will be contacted **first**; we will then attempt to contact the numbers in order of priority you listed. Prior to adding someone to the list, please make them aware that they will have such authority.
4. **Book fees, Enrichment, and Science Lab fees are due by August 20. Tuition payments are billed on the 1st of the month, and are due by the 20th of each month (late fee on the 21st).** All fees and tuition payments are *non-refundable*.
5. Piano lessons are available upon request. Lessons are offered on a first come, first served basis. If you are interested, please contact the school office for information.
The total cost is \$1,000* per year, payable in 10 payments.
**Organ, string, brass, and woodwind lessons are also available, with costs higher.*
6. Students transferring to Heritage are required to undergo placement testing, unless prior arrangements have been made with Pastor Kosa. There is a \$75.00 fee for placement testing (no checks accepted).
7. All students planning to try out for any sport **must** have a yearly sports physical (VHSL form) done by **August 11**.
8. Varsity Soccer and Volleyball tryouts (grades 9—12) will be held on **August 12-13** from 2:30—5:00 p.m.
Junior Varsity tryouts (grades 7—10) will be held after school on Wednesday, **August 25** from 3:15—4:30 p.m.
9. An Athletic Fee is due upon selection to a Varsity or Junior Varsity team: Varsity fee \$100.00; Junior Varsity fee \$75.00. This once-yearly fee covers all sports played.
10. Should you desire to meet with your child's teacher before school begins, appointments will be available on Thursday, **August 19**, from 10:00 a.m. — 7:00 p.m. **Please call the office to schedule an appointment.**
11. Those students desiring to participate in the Scripture Memory Contest must submit the form by Friday, **August 27**.
12. The Patriot Planner is designed to help both you and your child with school correspondence. The first copy is included in your book fee. Additional copies cost \$10.00 each. The Parent/Student Handbook is available online.
13. One of the characteristics desired in people today is timeliness. We ask that your child be here *no later than 8:20 a.m.* so that school may start promptly at 8:25 a.m. Failure to be on time more than 5 times during the year will remove your child's eligibility for perfect attendance. Also, please note other rules in the handbook concerning excessive tardiness.
14. ALL STUDENTS should enter through the breezeway between the auditorium and educational building.