



Below is a list of what to bring to your re-enrollment appointment. **Any forms requiring signatures must be notarized or signed in front of a CVA administrator as witness.**

All enrolling students and at least one parent/guardian are required to attend the re-enrollment appointment. If a form requires signatures from all parents/guardians and one is absent, then that form should be signed and notarized with that parent's/guardian's signature **BEFORE** the re-enrollment appointment.

What to bring:

- Legal Guardianship Documentation (only required if there is a change in legal custody.)
- Up to date Florida Certificate of Immunization DH 680. Grades K-6 the doctor must indicate CODE 1. Grades 7-12 the doctor must indicate CODE 8. Permanent Medical Exemptions must be officially marked on the DH 680 form.
OR DH 681 (religious exemption).
- Scoliosis Screening (incoming 6th graders) must be brought to the appointment. It may be marked on the DH 3040 as "postural assessment" or, if not marked, any written form that is signed by a registered nurse or doctor.
- All scholarship recipients must bring their Scholarship Award Letter, and AAA Scholarship recipients must bring their School Commitment Form as well.
- All applicable forms in this packet must be filled out. Each signature must be signed in front of a CVA administrator as witness OR notarized.
- \$200 per student for the registration fee (payable by cash, check, money order, or online with a convenience fee).



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Student Information

Date: _____ Social Security Number: _____

Name: (Last, First, Middle): _____

Address: _____

City: _____ State: _____ Zip: _____ County: _____

Grade: _____ Date of Birth: _____ Sex: _____ Race: _____ Ethnicity: Hispanic/Latino

Parent Information

Father's Name (Last, First): _____

Place of Employment: _____

Cell phone: _____ Work Phone: _____ Driver's License#: _____

E-mail Address: _____

Mother's Name (Last, First): _____

Place of Employment: _____

Cell phone: _____ Work Phone: _____ Driver's License#: _____

E-mail Address: _____

Curriculum List: High School

Journey parents should fill this form out and bring it to their enrollment appointment. All other programs, please bring a blank copy to your appointment.

Student's Name _____ Grade Level _____

This section is designed to provide information to assist you in charting your student's course plan. If there is more than one subject listed with a slash mark (/), please circle the subject that is pertaining to your child.

Subject Area	Curriculum/Publisher (If not a CVA class)	Source of instruction (one source per subject)					Dual Enrollment (Specify College)
		Parent Instruction (Check if yes)	CVA Class (Check if yes)	Video/Computer (Indicate Source)	Private Tutor (Name of Tutor)	Other (Indicate Source)	
Bible Curriculum							
Math							
English I, II, III, IV							
Science							
World/American History							
American Govt./Econ.							
Practical Arts							
Performing Arts							
Foreign Language							
P.E. (including Health)							
Personal Fitness							
Other							

NOTE: No more than nine credits per year will be granted. A student cannot work more than 20 hours per week at an outside job. CVA reserves the right to check any work at any time. CVA reserves the right to check any work at any time. If anyone other than the legal guardian is teaching the student, i.e. a co-op, tutor, etc. then our accrediting agency required an Articulation Agreement be filled out and returned to a CVA administrator for approval.

Scholarship Agreement

Parents are required to bring the Scholarship Award Letter to the enrollment appointment as proof of scholarship.

CVA will not assist, complete, or submit any part of the application for a student to receive a scholarship. The application is the responsibility of the parent for all scholarships.

CVA will never ask for parent information to access the student's scholarship account for any reason. It is the responsibility of the parent to provide CVA with all the necessary paperwork pertaining to the scholarship, including the award letter.

Parents are required to endorse scholarship checks. CVA will not endorse the checks on behalf of the parents. Refusal to endorse checks means that parent is assuming the responsibility of all fees. Checks that are not endorsed by parents will be returned to Step Up for Students or AAA and fee responsibilities will revert to the parents.

Parents are responsible for fees not covered by the scholarship. If a student withdraws before the end of the enrolled school year, the parents are responsible to pay the balance of the school tuition. Any balance not paid in full will be sent to collections after 90 days of withdrawal.

Checks are mailed to CVA. Parents must come to the school office to endorse checks. CVA will not mail checks to parents for endorsement.

Neither AAA or Step Up for Students will mediate outstanding balances. An outstanding balance and the collection of the debt is between the school and the parent.

Scholarship students are required to attend 180 school days. Students are permitted 10 days for sickness.

Loss of scholarship for any reason does not negate parent responsibility for all school fees.

Scholarship students must abide by all behavioral and disciplinary policies of the school. Failure to do so may result in the loss of scholarship.

CVA will abide by all rules and procedures laid down by Florida Statute, Step up for Students, and AAA. For more information please visit www.stepupforstudents.org or www.aascholarships.org.

Father/Guardian: _____

Print Name

Sign

Date

Mother/Guardian: _____

Print Name

Sign

Date

CVA Administrator or Notary: _____

Sign

Date