



## Parent Registration Checklist

- New students:** Schedule an appointment to tour our facilities.
- 7<sup>th</sup>-12<sup>th</sup> grade students:** Schedule a meeting with the Principal, Mr. DuBois.
- Complete Online Registration Forms.
  - **Returning students:** Log in to your Gradelink account at [www.gradelink.com](http://www.gradelink.com) (click the "Login" button in the upper right-hand corner). After logging in, click "Re-enroll" to access the online application.
  - **New students:** Use the "Online Application" link on the home page of our web site, [www.eastbaychristianschool.com](http://www.eastbaychristianschool.com) to access the online application form.
- New 1<sup>st</sup>-12<sup>th</sup> grade students:**
  - Provide contact information for 3-4 references. (We will send you an email to complete this step.)
  - Schedule a time to take entrance examinations.
- Pay Registration Fee (Or provide Step Up for Students Student Award ID #).
  - See current fee sheet for Registration Fees.
  - Students are not considered enrolled until Registration fee is paid and Registration forms are completed.
- Pay Book Fee
  - See current fee sheet for Book Fees.
  - Students will not be able to attend classes until the Book Fee is paid.
- Provide a **current** copy of your child's Florida Physical Form.
- Provide a **current** copy of your child's Immunization Record on a Florida form. If you choose not to immunize your child due to religious or medical reasons, we must have an immunization exemption form on file.
- New students:** Provide a copy of your child's Birth Certificate.
- Sign and have your child's medical emergency form notarized. This must be done in the school office. We will let you know when this is available for you to complete.
- Attend Open House in August to get more information, receive uniform shirts, and complete any remaining paperwork. (If Open House has already passed, see office personnel to complete this step.)

**MAKE SURE ALL ITEMS HAVE BEEN CHECKED OFF BEFORE SCHOOL STARTS!**

**THESE THINGS ARE REQUIRED FOR YOUR CHILD TO START SCHOOL ON THE FIRST DAY!**