

# Grace Christian Academy

Dr. Emma L. Allen/Administrator  
Tim D. Allen/Principal

1705 Access Road  
Covington, Georgia 30014

Phone 770-385-7390  
Fax 678-212-0363

Email [info@gcacovington.org](mailto:info@gcacovington.org)

Dear Pastor,

The family listed below is seeking admission into Grace Christian Academy. It is our desire to maintain a student body that is actively seeking to keep Christ as the focal point of their entire lives. To this end we seek to accept students who are actively involved in a local, Bible-believing Church. We believe that Christian education is not one-dimensional but rather three-dimensional. It is vital to the character and moral standing of Grace Christian Academy that each student be under the authority of Christian parents who are concerned about their faithfulness to a local church body. It is our goal to provide for every student an environment that is consistent with his/her church and home. Together, the home, local church, and Christian school can provide a stable, Christ-centered environment in the three major dimensions of a young person's life.

To assist us in the acceptance process, please complete and return the following form to the address listed above. We ask for your candor, and we promise complete confidentiality. We consider each application prayerfully and seriously, and we ask that you grant this applicant an open and serious evaluation. Thank you for your help and honesty in this matter.

In His Grip,

Tim D. Allen  
Principal

## PASTORAL RECOMMENDATION

I, \_\_\_\_\_, Pastor of \_\_\_\_\_

Church do recommend the \_\_\_\_\_ family to Grace Christian Academy.

Please check the following areas in which this family is **faithful**:

_____ Sunday School	_____ Mid-week Worship
_____ Sunday Morning Worship	_____ Tithing
_____ Sunday Evening Worship	_____ Other Ministries _____

(Please explain)

Please detail any additional reasons that you recommend this family for consideration to Grace Christian Academy:

Please candidly list any conditions of which we should be aware that might prohibit the acceptance of this family:

Do you wholeheartedly and without reservation recommend this family to Grace Christian Academy? Y N

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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Dear Friend In Education,

The family listed below is seeking admission into Grace Christian Academy. It is our desire to preserve a student body that is actively seeking to maintain high moral and ethical standards. To this end we accept students only upon careful review of recommendations received. It is vital to the character and moral standing of Grace Christian Academy that we continue this tradition. The following recommendation should be a reflection of the student's character as well as the moral standing of the parents and family.

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Principal

## COMMUNITY RECOMMENDATION

Family Name: \_\_\_\_\_ Years Known: \_\_\_\_\_ Relationship: \_\_\_\_\_

*Please label the following qualities as (P) Present, (N) Needs Improvement, or (L) Lacking:*

PARENT	STUDENT
_____ Trustworthy	_____ Honest in Word
_____ Dependable	_____ Self-Control
_____ Honest in Word	_____ Obedient
_____ Supportive of Children	_____ Respectful
_____ Honest in Business	_____ Compassionate
_____ Self-Control	_____ Friendly

Please detail any additional reasons that you recommend this family for consideration to Grace Christian Academy:

Please candidly list any conditions of which we should be aware that might prohibit the acceptance of this family:

Do you wholeheartedly and without reservation recommend this family to Grace Christian Academy? Y N

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\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# APPROVED PICKUP LIST

School Year 20\_\_\_\_-20\_\_\_\_

Family Name: \_\_\_\_\_ **Family Number:** \_\_\_\_\_  
(School use only)

The following are permitted to pick up my child(ren):

Name	Relation	Phone Number
_____	_____	_____

_____	_____	_____
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_____	_____	_____
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_____	_____	_____
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_____	_____	_____
-------	-------	-------

_____	_____	_____
-------	-------	-------

_____	_____	_____
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Parent Signature \_\_\_\_\_

Students are not permitted to leave school property with someone other than those listed above. In keeping with the G.C.A. Policy Handbook, "No one will be permitted to ride with another student or parent without the written permission of a parent given directly to the school staff."