



steps to admission

WESTMINSTER CHRISTIAN ACADEMY

1

visit our campus

We highly recommend scheduling a student visit and attending the Open House, a Welcome on Wednesday event, or another admissions sponsored activity. See our website for a complete list of visiting opportunities or contact the admissions office: admissions@wcastl.org.

2

apply

VISIT WCASTL.ORG/ADMISSIONS

Complete the parent portion of the online application, and the student completes the appropriate section in his/her own words as directed. A paper application is also available for downloading and printing on the website.

APPLICATION FEE

The \$50 application fee can be paid online or by a check mailed to the school within one week of the application submission. (\$100 application fee for international students)

Westminster Christian Academy, Attn: Admissions
800 Maryville Centre Drive
Town & Country, MO 63017

3

send academic records

At the end of the online application process, print a transcript request form authorizing your student's current school to send an official transcript to Westminster. Academic Records include current grades, immunization records, behavior record, attendance, and standardized testing scores. If the student has been home schooled a form will be emailed from the Admissions Office to record the courses studied.

4

*provide teacher
recommendations*

We require two teacher recommendations, one from the current English teacher and one from the current math teacher. The form is emailed to the teacher directly from the online application.

5

*provide a pastor
letter of reference*

The application process includes a form that must be completed by a pastor or leader in your church. The form is emailed to the pastor directly from the online application.

6

*consent to the
Christian Faith
Commitment*

At least one parent must be in agreement with the statement of faith in the Westminster Christian Academy Bylaws and give consent to the Christian Faith Commitment. All future students and parents are participants in the life of the Westminster Christian Academy community and are expected in the course of this participation in our school to respect our beliefs, support our mission and comply with applicable community standards.

7

*schedule a
family interview*

An essential component for admission is the requirement that one or both parents are a Christian as evidenced by a verbal confession of faith in Christ as Savior. A family interview is conducted by a member of the Board of Directors to verify a Christian testimony from one or both parents and confirm agreement with the school's statement of faith. A pastor letter of reference is required prior to scheduling a family interview.

Interviews dates: December 6, January 10 & 23, February 9 & 20, March 6 & 21.

8

*schedule an
entrance exam*

An entrance exam is one of the data points considered when forming a complete picture of a Westminster applicant. Although we are open to accepting SSAT (Secondary Schools Admissions Test), **our preference is the ISEE** (Independent School Entrance Exam). The ISEE corresponds with the ERB (Education Records Bureau) tests administered to Westminster students in grades 7, 8, and 9.

Register online for the ISEE test dates offered on Westminster's campus: December 8, January 12 & 26, and February 23.

There is a discounted group testing fee of \$105 on these dates only. Accommodated testing is available on the January 12 and February 23 dates.

9

notification

When the application is submitted and the academic documents, teacher recommendations, and entrance exam score are received, a family interview will be scheduled with a member of the Board of Directors. The application file will be reviewed by the Admissions Committee. Families will be notified of the Admission Committee's decision on February 1 for 9th grade applicants and March 15 for all other applicants.

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**PRIORITY FOR
ADMISSION**

1. Siblings of current students
2. Other qualified applicants at the discretion of the Board of Directors and Admissions Committee.

Should a class reach its maximum capacity, the students that meet the criteria for admission will be placed in a wait pool. If a space becomes available, students will be admitted based on the priority for admission and best placement.
