

2024-2025 School Year
Churchville Christian School
 Email: Admin@ChurchvilleChristianSchool.org
 Mailing Address: P.O. Box 534 Churchville MD 21028
 Phone: 410-734-9174

Dear Homeschooling Family:

Thank you for choosing CCS as your homeschooling oversight entity. To continue enrollment with CCS for the **2024 - 2025 school year**, the enclosed paperwork must be completed and submitted to the CCS school administration as outlined below. If you have questions, please email, or call the office number listed above.

Instructions & Checklist for the Renewing Family

- **Portfolio Review.** The Review can be done before or during the summer months, see dates & tuition schedule below. Please review the reverse side of the enclosed portfolio review form for detailed instructions. Each student must complete a portfolio review to be eligible to re-enroll for the **2024-2025 School Year**.
- **Please update all information for accuracy,** use the columns labeled “Changes and Additions” to update any incorrect information. Use space provided for adding a new student, a notification form must be filed with the board of education in your county for each new student. (Please sign and date all returned forms).
- **Tuition:** Please select the correct tuition fee based on the date that all the required renewal paperwork is completed and postmarked. Please include your family ID# on your check or money order.
 - Please note the fee is a per family fee, please do not send an extra fee for a new student.
 - Please note that if you are paying online, there is an additional \$3.00 processing fee.

| <i>Scheduled Tuition Dates:</i> | <i>Tuition Due:</i> |
|---|----------------------------|
| <i>Postmarked: May 1 – June 30</i> | \$95.00 |
| <i>Postmarked: July 1 – July 31</i> | \$105.00 |
| <i>Postmarked: August 1 – August 31</i> | \$115.00 |
| <i>Postmarked: After September 1</i> | \$125.00 |

Checklist Summary: I have enclosed the following.

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|--|---|
| <input type="checkbox"/> <i>This Renewal Form.</i> | <input type="checkbox"/> <i>Completed and Signed Portfolio Review Form.</i> |
| <input type="checkbox"/> <i>Scheduled Tuition.</i> | <input type="checkbox"/> <i>I am mailing these three items together.</i> |

Withdrawing Family:

Please return this renewal form with the completed portfolio review form and update all contact information. Please include high school credit reports if applicable.