



# *Welcome Packet*



**“BUT THOSE THAT HOPE IN THE LORD” ISAIAH 40:31**

## **FCA Information Packet.**

1710 Government Street, Ocean Springs, MS 39564

Phone: (228) 215-1873

Fax: (228) 215-1873 | Attention: C. McKelvey

Website: [www.fcaos.com](http://www.fcaos.com)

School Hours: 7:30 am – 4:30 pm

School Director: Caprice McKelvey | [c.mckelvey.fcadirector@gmail.com](mailto:c.mckelvey.fcadirector@gmail.com)



# FCA Placement Policy

- Any student applying that has not attended Faith Christian Academy the prior school year will take a placement assessment.
- Our goal is to place students in the grade level and environment where they can achieve success and thrive.
- FCA reserves the right to determine the placement of a student in the grade level deemed most appropriate for behavior and educational ability.
- Placements will be discussed with parents once determined by FCA staff.
- A student's previous placement will NOT determine where the student will be placed here at FCA.
- School experience and staff evaluations of the student will assist in determining the student's placement.
- FCA offers several options for growth and learning. Please note that being placed in a specific environment does not mean there isn't the option for advanced placement in the future.

Our Goal is to support the student and be with them as they learn and flourish. To encourage and build on the unique strengths of the student's ability.



## FAITH CHRISTIAN ACADEMY

1710 Government St., Ocean Springs, MS 39563  
fcaos.com | Ph. (228) 215-1873 | Fax (228) 215-1873

# Required Student Records/Documents

Please provide all documents and required records to complete your child's enrollment into FCA for the 2024-2025 school year.

- Immunization Records (MS Form 121) / Immunization Exemption Form
- Copy of Birth Certificate
- Transcripts (7<sup>th</sup>- 12<sup>th</sup>)
- Previous Year Grades
- Attendance Records
- Disciplinary Records
- Standardized Test Results
- Official Withdraw Form
- Social Security Card
- IEP/ISP if Applicable

Options to send in the requested paperwork include E-mail, fax, or in-person upon request. Please take clear pictures of any paperwork with all print legible, and all 4 corners fully extended and visible in the image.

## Caprice McKelvey

School Director

Faith Christian Academy

[c.mckelvey.fcadirector@gmail.com](mailto:c.mckelvey.fcadirector@gmail.com)

Fax: (228) 215-1873



# Faith Christian Academy

## Tuition, Fees, and Discounts

2024 – 2025 Academic Year

1710 Government St., Ocean Springs, MS 39564 | 228-215-1873 | fcaos.com

<b>Registration</b> <i>Paid Once Annually</i>		If paid <i>before 05/15/24</i>	If paid <i>after 05/15/24</i>
	<b>Current Single Student</b>	\$100.00 <i>per student</i> (non-refundable)	\$150.00 <i>per student</i> (non-refundable)
	<b>Current Sibling Students</b>	\$100.00 for one student & \$75.00 for each additional student (non-refundable)	\$150 for one student & \$100 for each additional student (non-refundable)
	<b>New Student Grand Opening \$50 By 05/01/24</b>	\$225.00 <i>per student</i> (non-refundable) MAX FAMILY Registration FEE \$350.00 (non-refundable)	

<b>Annual Class &amp; Curriculum Fee</b>  <b>K4/K5 – 8<sup>th</sup></b>		If paid <i>before 06/15/2024</i>	If paid <i>after 06/15/24</i>
	<b>K-4/K-5</b>	\$185.00 <i>per student</i> (non-refundable)	\$195.00 <i>per student</i> (non-refundable)
	<b>1<sup>st</sup> – 2<sup>nd</sup> Grade</b>	\$215.00 <i>per student</i> (non-refundable)	\$225.00 <i>per student</i> (non-refundable)
	<b>3<sup>rd</sup> – 6<sup>th</sup> Grade</b>	\$290.00 <i>per student</i> (non-refundable)	\$300.00 <i>per student</i> (non-refundable)
	<b>7<sup>th</sup> – 8<sup>th</sup> Grade</b>	\$415.00 <i>per student</i> (non-refundable)	\$425.00 <i>per student</i> (non-refundable)

<b>Annual Class &amp; Curriculum Fee</b>  <b>High School</b>	<b>HIGH SCHOOL</b>	<b>OPTIONS AVAILABLE</b>	<b>FCA</b>
	<i>INDIVIDUALIZED HIGH SCHOOL OPTIONS AVAILABLE: CALL FCA: 228-215-1873</i>		
	<b>9<sup>th</sup> Grade – 11<sup>th</sup> Grade</b>	<i>Based on transcript</i>	<i>Based on transcript</i>
	<b>12<sup>th</sup> Grade</b>	<i>Based on transcript</i>	<i>Based on transcript</i>
	<b>Senior Ascend- leadership</b>	College credits	College credits
<b>Declare coaching</b>	\$600.00 <i>per student</i> (non-refundable)	\$600.00 <i>per student</i> (non-refundable)	

### Tuition based on year around schedule (flex schedule)

*Tuition is an annual amount (July-June) divided into 12 equal monthly payments. See page 2 for additional options.*

*Normal School Hours: Mon – Fri: pre-k/K-5 8:15 am – 2:45 pm, 1<sup>st</sup> to 6<sup>th</sup> grade, 8:00 am – 3:15 pm, & 7<sup>th</sup> – 12<sup>th</sup> grade 7:45 am – 3:30 pm*

*Early dismissal days: pre-k/K-5 11:30 am, 1<sup>st</sup>-6<sup>th</sup> 11:45 am, 7<sup>th</sup>-12<sup>th</sup> Noon*

	Annual Total	Monthly Payments
<b>K4/K5</b>	\$5820.00	\$485.00
<b>1<sup>st</sup></b>	\$6180.00	\$515.00
<b>2<sup>nd</sup> – 12<sup>th</sup> Grade</b>	\$6300.00	\$525.00

# FCA Extended Care

*We offer Extended Care, before and after school, up to 8<sup>th</sup> grade.  
There is a \$10 initial late fee plus \$1 per 1 minute after 5:30 pm.*

	Annual Total	Monthly Payments	Daily Drop-In
<b>Before Care</b> (7:00 am – 8:00 am)	\$720.00	\$60.00	\$10.00
<b>After Care</b> (3:00 pm – 5:30 pm)	\$2160.00	\$180.00	\$20.00

## FCA Discounts

<b>Family</b> (No discounts on pre-k)	1 <sup>st</sup> Student (Oldest)	Full Tuition
	2 <sup>nd</sup> Student	15% Off Tuition
	Additional Students	25% Off Tuition
<b>Annual Tuition Payment in Full</b>		5% Off Total Tuition is <i>only applicable if paid before 6/30/24</i>
<b>Member of Faith Christian Center</b> (Active member 3 mos.: tither, regular attendance, volunteer)		One-Time Tuition Credit of \$150.00* <i>*Credit will be applied upon verification of church membership</i>

## FCA Tuition Payment Options

*Tuition is an annual amount (August – July) that FCA will divide into twelve equal payments.*

<b>A.</b>	<b>Annually</b> Due to FCA by 6/30/24	Full annual tuition ( <i>plus the cost of any extended care</i> ) amount with a 5% discount	There are no late fees associated with this option.
<b>B.</b>	<b>Monthly</b> Due by the 10 <sup>th</sup> of each month	Annual tuition ( <i>plus the cost of any extended care</i> ) amount divided by 12	A late fee of \$20.00 is applied on the 11 <sup>th</sup> of each month.



## Faith Christian Academy Contacts

**Main Office Phone/Fax: (228) 215-1973**

**Fax:** Attention: C. McKelvey

**School Director/Principal:** Caprice McKelvey

**E-mail:** c.mckelvey.fcadirector@gmail.com

**Pastor/President of Board:** Allen Medlock

**E-mail:** allen777@ymail.com

## Pickup/Drop-off Information

- 7<sup>th</sup>- 12<sup>th</sup> can be dropped off no earlier than 7:30 am.
- 1<sup>st</sup>- 6<sup>th</sup> can be dropped off no earlier than 7:45 am.
- K4/K5 can be dropped off no earlier than 8:00 am.
- Early care available: 7:00 am drop-off.
- Students not in Chapel by 8:15 am will be considered tardy and will need to obtain a tardy pass from the office.  
(K4/K5 classroom by 8:10 am)
- Pickup/ Drop-off is at the side door.

## Dismissal Schedule

- 7<sup>th</sup>- 12<sup>th</sup> Grade pickup at 3:30 pm.
- 1<sup>st</sup>- 6<sup>th</sup> Grade pickup at 3:15 pm.
- K4/K5 pickup at 2:15 pm.
- After care available until 5:30 pm.

**Parents/guardians will be asked some security questions before they are admitted into the school.**

**Picture ID is a MUST.**



## Absence Procedures:

- Please let us know if your child is going to be absent.
    - You may do so by calling the office at (228) 215-1873
    - You may also do so by E-mail: [c.mckelvey.fcadirector@gmail.com](mailto:c.mckelvey.fcadirector@gmail.com)
  - Please turn any doctor's notes in to the front office promptly.
  - Students must be in class for at least 60% of the days a class is offered to receive credit.
  - Upon school closure, we will follow the Jackson County school closures for weather or state of emergency procedures.
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- **Please see FCA calendar for school events, flex schedule and holidays.**

## Social Media Pages

*Follow us on Facebook*

<https://www.facebook.com/FaithChristianAcademyOS>

*to stay in the loop on all school happenings!*



## **Snacks:**

- Students will need an am/pm snack.
- No drinks at snack time, water will be provided.
- Students will be able to purchase snacks.

## **Lunches:**

- All students must have their lunchbox labeled. (No Exceptions)
  - Microwaves are available for hot food.

For a fee: Students will be able to have a sack lunch.  
PB&J, chips, snack & drink.

We will have pizza on Fridays.  
(Fee will be announced)

**All students will need a reusable  
labeled water bottle.**