



Admissions Checklist

New Orleans Adventist Academy

Required for Acceptance

The following files are required for consideration for admittance to New Orleans Adventist Academy

- o COMPLETED **ENROLLMENT APPLICATION** and **PERSONAL INFORMATION** including addresses, phone numbers and signatures
- o **REQUEST FOR RECORDS** with complete address and phone number of your current school. NOAA will forward the request to the school.
- o **FINANCIAL INFORMATION** form complete with address, phone numbers, and financially responsible party's social security number
- o **MEDICATION INFORMATION** form
- o COMPLETED **RECOMMENDATIONS** from three (3) of the four listed (Classroom Teacher, Pastor, Counselor or Principal)
- o **CURRENT TRANSCRIPT** or *final* progress reports including behavioral records from previous school
- o Copy of **BIRTH CERTIFICATE**
- o **STUDENT'S SOCIAL SECURITY CARD** (photo copy)

Required by Registration

In order to expedite the registration process, the following items should be completed and turned in to the Business Office at least two (2) weeks before registration, and must be completed no later than the day of registration.

- o **ACCEPTABLE USE POLICY** form
- o **CONSENT TO TREATMENT** form
- o Physician-conducted **MEDICAL EXAM** form (completed within one year prior to the student's enrollment)
- o **STUDENT'S MEDICAL INSURANCE CARD** (photocopy of front and back sides)
- o **STUDENT'S OFFICIAL IMMUNIZATION RECORD** since birth (photocopy of front and back sides)
- o **MEDIA RELEASE FORM**
- o **HOLD HARMLESS FORM**

For Your Information

These documents are for your information only, and do not need to be returned.

- o Tuition Rates
- o Financial Aid Information
 - o Louisiana Scholarship Application
 - o Fundraising Commitment Support Form
 - o Individual Sponsors
- o Providing false or misleading information may be grounds for denial of admission