



# Grace Christian School

4900 Jackson Street  
Alexandria, LA 71303

(318)445-8735

Fax (318)443-1034

[www.gcsla.org](http://www.gcsla.org)

## **Admissions Packet 2025-2026**

Dr. Steve Moore  
Principal

### **High School Office**

6<sup>th</sup> Grade - 12<sup>th</sup> Grade

(318)449-9031

### **Elementary Office**

Prekindergarten - 5<sup>th</sup> Grade

(318)484-3960

***Grace Christian School admits students of any race, color, national, or ethnic origin with all the rights, privileges, programs, and activities generally accorded or made available to students of the school. It does not discriminate on the basis of race, color, national, or ethnic origin in administration of its educational policies, admissions policies, scholarship programs, athletic activities, or other school-administered programs.***



# Grace Christian School

Dr. Steve Moore, Principal  
4900 Jackson Street, Alexandria, LA 71303  
Phone (318)445-8735 Fax (318)443-1034  
[www.gcscla.org](http://www.gcscla.org)

## ***Equipping Students to Impact Their World for Christ***

Grace began with twenty-five students in the fall of 1984, the result of a vision of a handful of families of Jackson Street Presbyterian Church, now Grace Presbyterian Church. These families desired to educate their children in the nurture and instruction of the Lord, as mandated by Scripture. Enrollment increased by more than double the second year and has grown over the past thirty-eight years. The school began and has remained a ministry of Grace Presbyterian Church and is overseen by a school board consisting of Grace Church members appointed by the church elders.

Current enrollment is approximately 370 students in Pre-K3 through 12<sup>th</sup> grade. **Grace graduates receive a diploma issued by the state of Louisiana and our graduates are eligible for Louisiana TOPS.** Grace students have been accepted at private and public universities in and out of the state, including such schools as Wheaton, Baylor, Centenary, Tulane, LSU, Louisiana Tech, as well as various others. Many of our graduates have received academic scholarships including National Merit Finalist scholarships. Grace offers dual-enrollment classes partnering with Louisiana Tech, LSUA, and Northwestern State University for students to earn up to 30 hours of college credit.

**Grace's curriculum provides the student with a college-preparatory education within the framework of Christian instruction and example.** To this end, Grace offers students rigorous academic instruction, grounded in a desire to educate the heart. The education of our students is seen as a partnership between parents and the school to assist parents in fulfilling this God-given responsibility. Grace has up-to-date computer technology throughout the school including a computer lab as well as Internet access in the classrooms. A substantial investment has been made in purchasing equipment to incorporate technology into the classroom curriculum.

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While Grace is a member in good standing with the **Association of Christian Schools International**, the school is also an active member in the **Louisiana High School Athletic Association**. Our athletes compete in **cross-country, soccer, basketball, baseball, softball, track, golf, and tennis.**

For additional information and to schedule a visit, please call us at (318)445-8735 or contact:

**High School Office**  
6<sup>th</sup> through 12<sup>th</sup> grade  
(318)449-9031  
[0info@gcscla.org](mailto:info@gcscla.org)

**Elementary Office**  
Pre-K3 through 5<sup>th</sup> grade  
(318)484-3960  
[info@gcscla.org](mailto:info@gcscla.org)

**The mission of Grace Christian School is to educate students from a Biblical perspective, thus equipping them to impact their world in a restorative and healing way.**



# Grace Christian School

## ADMISSIONS POLICY

*Grace Christian School admits students of any race, color, national, or ethnic origin with all the rights, privileges, programs, and activities generally accorded or made available to students of the school. It does not discriminate on the basis of race, color, national, or ethnic origin in administration of its educational policies, admissions policies, scholarship programs, athletic activities, or other school-administered programs.*

### ***Admissions Procedure***

Applicants are accepted on the basis of past school performance, aptitude and achievement tests, favorable references, placement testing, and an interview involving parents, applicant, and the principal or his appointed representative. Students are not accepted for admission without administrative approval.

The administration reserves the right to refuse admission to any student. Those students who are currently under discipline from a law enforcement agency, have been suspended or expelled from a school, or have been a previous discipline problem will not be accepted. Transfer students must enter with a "C" or above average. New students at Grace are subject to a conditional acceptance period and must maintain a 2.0 grade point average. Students must exhibit appropriate behavior and attitude and will be reviewed at the end of each six-week grading period.

All completed forms should be returned to: **Grace Christian School, 4900 Jackson Street, Alexandria, Louisiana 71303**. Please be aware that receiving or completing the packet does not guarantee your child a place in the school.

Students applying for admission for the first time must submit the following items:

1. Completed application for admission
2. \$75.00 non-refundable, non-transferable application fee
3. Copy of the student's Birth Certificate, Immunization Records, and Social Security card
4. Copy of the most recent report card and any education, medical, social, and psychological information/evaluations
5. Copy of the most recent standardized test report. If no achievement test scores are available, the school may require that one be administered
6. Completed Authorization for Release of Records

When these items and previous school records have been received, applicants will be called for the purpose of scheduling an interview with the administrator. After the interview, parents will receive official notification of your child's acceptance into the school within two weeks. After receiving notification of your child's placement, please submit these items within ten days to complete your child's acceptance and secure his/her spot in the class: registration fee (non-refundable, non-transferable) with the Registration Form/Tuition Contract and when requested, completion of Online Enrollment.



# Grace Christian School

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## STATEMENT OF FAITH

All Scripture is self-attesting and, being Truth, requires our unreserved submission in all areas of life. The infallible Word of God, the sixty-six books of the Old and New Testaments, is a complete and unified witness to God's redemptive acts culminating in the incarnation of the Living Word, the Lord Jesus Christ. The Bible, uniquely and fully inspired by the Holy Spirit, is the supreme and final authority on all matters on which it speaks.

On this sure foundation we affirm these additional Essentials of our faith:

1. We believe in one God, the sovereign Creator and Sustainer of all things, infinitely perfect and eternally existing in three Persons: Father, Son, and Holy Spirit. To Him be all honor, glory and praise forever!
2. Jesus Christ, the living Word, became flesh through His miraculous conception by the Holy Spirit and His virgin birth. He who is true God became true man united in one Person forever. He died on the cross a sacrifice for our sins according to the Scripture. On the third day He arose bodily from the dead, ascended into heaven, where, at the right hand of the Majesty on High, He now is our High Priest and Mediator.
3. The Holy Spirit has come to glorify Christ and to apply the saving work of Christ to our hearts. He convicts us of sin and draws us to the Savior. Indwelling our hearts, He gives new life to us and empowers and imparts gifts to us for service. He instructs and guides us into all truth, and seals us for the day of redemption.
4. Being estranged from God and condemned by our sinfulness, our salvation is wholly dependent upon the work of God's free grace. God credits His righteousness to those who put their faith in Christ alone for their salvation, and thereby justifies them in His sight. Only such as are born of the Holy Spirit and receive Jesus Christ become children of God and heirs of eternal life.
5. The true Church is composed of all persons who, through saving faith in Jesus Christ and the sanctifying work of the Holy Spirit, are united together in the body of Christ. The Church finds her visible, yet imperfect, expression in local congregations where the Word of God is preached in its purity and the sacraments are administered in their integrity; where scriptural discipline is practiced; and where loving fellowship is maintained. For her perfecting, she awaits the return of her Lord.
6. Jesus Christ will come again to the earth - personally, visibly, and bodily - to judge the living and the dead, to consummate history and the eternal plan of God. "Even so, come, Lord Jesus." (Revelation 22:20)
7. The Lord Jesus Christ commands all believers to proclaim the Gospel throughout the world and to make disciples of all nations. Obedience to the Great Commission requires total commitment to "Him who loved us and gave Himself for us." He calls us to a life of self-denying love and service. "For we are His workmanship, created in Christ Jesus for good works, which God prepared beforehand that we should walk in them." (Ephesians 2:10)

# Grace Christian School

## Frequently Asked Questions

**Lunches:** Children may bring lunches from home or may order online from the lunch menu provided bi-monthly by the school. Lunches are ordered from local vendors on a rotating basis. A mid-morning snack may be sent. Milk and juice may be ordered for Pre-K – 5<sup>th</sup> grade students. Drink machines and canteen items are available for 6<sup>th</sup> – 12<sup>th</sup> grade students.

**After School Program:** At an additional cost, Grace provides an Afterschool program for students Pre-K and up, which includes a homework room for students in 1<sup>st</sup> grade and up. Afterschool hours are from dismissal time through 5:30 daily. Please call for details. Registration is required.

**Transportation:** Grace does not provide transportation to or from school. Many families carpool.

**Testing:** Grace administers standardized testing to students in grades K-9 each spring. PRE-ACT will be given to 10<sup>th</sup> grade students. Students in grades 10 and 11 take the PSAT. Louisiana LEAP2025 testing is administered at the completion of required high school courses. High school students are encouraged to take the ACT and the SAT.

**Middle and High School Admissions:** Students going into grades 6-12 must have at least a “C” average and have no disciplinary record. Transferring 10<sup>th</sup> -12<sup>th</sup> grade students will be admitted on a case-by-case basis, depending on high school credits towards graduation requirements.

**School Hours:**

Pre-K – 5 <sup>th</sup>	7:40 A.M. - 2:40 P.M. (drop off begins at 7:20; pickup by 3:00)
6 <sup>th</sup> – 12 <sup>th</sup>	7:30 A.M. - 2:30 P.M. (drop off begins at 7:15; pickup by 2:45)

**Tuition and Fees:** (non-refundable, non-transferable)

**2025-2026 Tuition:**

	<u>Annual Plan</u>	<u>50/50 Plan</u>	<u>12-Month Plan</u>
Pre-K 3-year-old	\$5,720	\$2,880 / \$2,880	\$490 /month
Pre-K 4-year-old	\$5,490	\$2,765 / \$2,765	\$470/month
Kindergarten – 5 <sup>th</sup> grade	\$5,250	\$2,645 / \$2,645	\$450 /month
6 <sup>th</sup> – 12 <sup>th</sup> grades	\$5,490	\$2,765 / \$2,765	\$470 /month

**Student Fees:**

**Fees due at time of registration:**

Registration Fee – Pre-K – 12 <sup>th</sup> Grade	\$300.00 (non-refundable, non-transferable)
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**Fees due June 1<sup>st</sup>:**

Athletic Fee – Athletes only	\$150.00
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**Comprehensive School Fees due July 15<sup>th</sup>:**

Pre-K3	\$170.00
Pre-K4, 1 <sup>st</sup> – 7 <sup>th</sup> Grades	\$165.00
Kindergarten only	\$200.00
8 <sup>th</sup> – 11 <sup>th</sup> Grades	\$185.00
12 <sup>th</sup> Grade	\$285.00 (Includes Senior Fee)

<b><i>*ALL TUITION AND FEES ARE NON-TRANSFERABLE AND NON-REFUNDABLE</i></b>
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# Grace Christian School

4900 Jackson Street, Alexandria, LA 71303

Phone (318)445-8735 Fax (318)443-1034

[www.gcsla.org](http://www.gcsla.org)

## Application for Admission

***Please return this application to GCS along with: 1) The \$75 application fee, 2) a copy of birth certificate, 3) a copy of immunization records, 4) a copy of social security card, 5) a copy of applicant's most current report card and standardized test scores, and 6) a completed Authorization for Release of Records. Incomplete applications will not be considered.***

**Please Print**

School Year \_\_\_\_\_ / \_\_\_\_\_ Date \_\_\_\_\_

Student Name \_\_\_\_\_  
(Last) (First) (Middle) (Name used)

Address \_\_\_\_\_  
(Street) (City) (State) (Zip)

Mailing Address (if different) \_\_\_\_\_  
(Street) (City) (State) (Zip)

Tuition Billing Address (if different) \_\_\_\_\_  
(Street) (City) (State) (Zip)

Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Present Age \_\_\_\_\_ SS # \_\_\_\_\_ U.S. Citizen? Yes \_\_\_\_\_ No \_\_\_\_\_

Applying \_\_\_\_\_ Grade last \_\_\_\_\_ Any grade failed \_\_\_\_\_  
for grade \_\_\_\_\_ enrolled or completed \_\_\_\_\_ or repeated? \_\_\_\_\_ When? \_\_\_\_\_

Current GCS Family: yes \_\_\_\_\_ no \_\_\_\_\_ E-mail address: \_\_\_\_\_

### **PARENTAL INFORMATION:**

(Circle One)  
Father / Stepfather

(Circle One)  
Mother / Stepmother

Full Name \_\_\_\_\_ Full Name \_\_\_\_\_

Occupation \_\_\_\_\_ Occupation \_\_\_\_\_

Employer \_\_\_\_\_ Employer \_\_\_\_\_  
(Firm name) (City) (Firm name) (City)

Business Phone \_\_\_\_\_ Ext. \_\_\_\_\_ Business Phone \_\_\_\_\_ Ext. \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell \_\_\_\_\_ Home Phone \_\_\_\_\_ Cell \_\_\_\_\_

Home Address \_\_\_\_\_ Home Address \_\_\_\_\_

Email \_\_\_\_\_ Email \_\_\_\_\_

Do parents live together? \_\_\_\_\_ If not, with whom does the student live? \_\_\_\_\_

Is custody shared? Y / N Report Cards/School Correspondence goes to: \_\_\_\_\_ Both parents \_\_\_\_\_ Mother \_\_\_\_\_ Father

Financial Responsibility: \_\_\_\_\_

If parents cannot be reached in an emergency, call \_\_\_\_\_ Phone \_\_\_\_\_

Family's Church \_\_\_\_\_ City \_\_\_\_\_ No. of Years \_\_\_\_\_

### **For Office Use Only:**

#### STUDENT APPLICATION RECORDS

\_\_\_\_ Application Fee; Check # \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_ Birth Certificate  
\_\_\_\_ Immunization Records (must be current)  
\_\_\_\_ Social Security Card  
\_\_\_\_ Previous School Report Card(s)  
\_\_\_\_ Standardized Test Scores  
\_\_\_\_ Authorization for Release of Records

#### ADMISSION PROCESS/ADMINISTRATOR APPROVAL

\_\_\_\_ Tour of Campus; Date \_\_\_\_\_  
\_\_\_\_ Previous School Student Recommendation Form  
\_\_\_\_ Academic testing/screening; Date \_\_\_\_\_  
\_\_\_\_ Parent/Student Interview; Date \_\_\_\_\_  
\_\_\_\_ Accepted \_\_\_\_\_ Denied \_\_\_\_\_ Waiting List; Date \_\_\_\_\_

#### REGISTRATION RECORDS

\_\_\_\_ Registration Fee; Check # \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_ Tuition Contract \_\_\_\_\_ Final Report Card Received

**STUDENT INFORMATION:**

Schools Previously Attended (including GCS): Please begin with PRESENT SCHOOL and work backwards.

Name of School	Address	Grades Attended

Ever suspended \_\_\_\_\_, expelled \_\_\_\_\_, or asked to withdraw \_\_\_\_\_ from any school? If yes, explain:

Ever been involved in illegal use of drugs or alcohol or experienced trouble with legal authorities? \_\_\_\_\_ If yes, explain: \_\_\_\_\_

Any diagnosed learning disabilities? \_\_\_\_\_ Ever received special education or 504 services? \_\_\_\_\_ Have a current IEP or Service Plan? \_\_\_\_\_ If yes to any of these, explain and attach documentation: \_\_\_\_\_

Any physical, mental, or health disabilities? \_\_\_\_\_ If yes, explain: \_\_\_\_\_

Medications taken regularly: \_\_\_\_\_

Describe the student's interests, talents, and abilities (physical, mental, artistic, musical, and/or social, etc.): \_\_\_\_\_

Why do you want your child to attend GCS? \_\_\_\_\_

Names and birthdates of other children in family	School Attending	Grade

Are you applying for admission of all family children eligible for GCS? \_\_\_\_\_ If not, please explain: \_\_\_\_\_

**Character References**

List persons to contact for student character references (teacher, pastor, personal):

Teacher from school presently enrolled	Phone/email	Subject or grade taught
Pastor	Phone/email	Church
Other responsible adult	Phone/email	Relationship

**Signatures of Parents or Guardian:**

\_\_\_\_\_ Date: \_\_\_\_\_

**Come Grow in Grace**

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# Grace Christian School

## Authorization for Release of Records

Student name \_\_\_\_\_

Date of birth \_\_\_\_\_ Applying for grade \_\_\_\_\_

Parent/Guardian name \_\_\_\_\_

Home phone \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

E-mail address \_\_\_\_\_ Fax number \_\_\_\_\_

I authorize \_\_\_\_\_

Name of student's present (past) school

\_\_\_\_\_

Mailing address of school

\_\_\_\_\_

City State Zip code

\_\_\_\_\_

Phone number

\_\_\_\_\_

Fax number

Release to: **Grace Christian School**  
4900 Jackson Street  
Alexandria, LA 71303  
**Fax:** (318)443-1034 (6<sup>th</sup>-12<sup>th</sup>) or (318)484-9232 (PreK-5<sup>th</sup>)  
**Or E-mail:** [info@gcsla.org](mailto:info@gcsla.org)

Include current transcripts (including all health examinations, conduct/behavior reports and test scores) and behavior files pertinent to the admission decision, as well as the final transcript or complete record.

Please fax or e-mail information to Grace Christian School as soon as possible.

\_\_\_\_\_  
Parent's signature

\_\_\_\_\_  
Date



# GRACE CHRISTIAN SCHOOL

4900 Jackson Street  
Alexandria, Louisiana 71303  
Phone (318)445-8735

## Registration Form/Tuition Contract 2025-2026

Please return this form with the registration fee payment of \$300 per student and selection of tuition payment preference.

Tuition:

*This tuition contract is a binding obligation for the ENTIRE year regardless of withdrawal after June 1.*

	<u>*Annual Plan</u>	<u>*50/50 Plan</u>	<u>12-Month Plan</u>
Pre-K 3-year-old	\$5,720	\$2,880 / \$2,880	\$490 / month
Pre-K 4-year-old	\$5,490	\$2,765 / \$2,765	\$470 / month
Kindergarten through 5 <sup>th</sup> grade	\$5,250	\$2,645 / \$2,645	\$450 / month
6 <sup>th</sup> – 12 <sup>th</sup> grades	\$5,490	\$2,765 / \$2,765	\$470 / month

*\*You will notice the savings built into the annual and 50/50 plans, since they lower our administrative costs.*

_____	Grade _____	_____	Grade _____
Student's Name	Next Yr.	Student's Name	Next Yr.
_____	Grade _____	_____	Grade _____
Student's Name	Next Yr.	Student's Name	Next Yr.

\_\_\_\_\_ I will pay using the Annual Tuition Plan (full payment due June 1, 2025)

\_\_\_\_\_ I will pay using the 50/50 Tuition Plan (half payment due June 1, 2025, and remaining balance due December 1, 2025)

\_\_\_\_\_ I will pay using the 12-Month; first payment due June 1, 2025, and last due May 1, 2026)

**I have read and agree to abide by the GCS Student Handbook. My signature on this Registration Form/Tuition Contract (the "Contract") attests to my agreement to pay the annual tuition and fees in their entirety, even in the event any or all of the above-named students withdraw from GCS and to accept all applied penalties and fees, including interest charges at 9% per annum on unpaid balances should I not comply with the policies and deadlines regarding registration and payment of my account in a timely manner. I further agree to reimburse Grace Christian School for all collection fees and reasonable attorney's fees incurred to collect past due accounts or to enforce the requirements of this Contract. I agree that this Contract will be governed by Louisiana law.**

Please note that our costs are fixed once teachers are hired based on your Registration and Tuition Contract, so as good stewards of Grace Christian School and in fairness to all of our parents, we must require compliance with this Contract. As a result, in addition to the actions described above, academic records, report cards, and/or FACTS/RenWeb access may be withheld if a student's account is not current. Returning students will be dropped from the school enrollment list if tuition is not up-to-date by the last day of school, and any registration fees will be applied to the tuition owed.

We offer a discount on tuition for families with three or more children: tuition is half price for the third child and subsequent children. Registration and student fees are not discounted.

***Registration and tuition fees are non-refundable and non-transferable.***

\_\_\_\_\_  
Parent's Name (Please print)

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Phone number

\_\_\_\_\_  
Date

**Grace Christian Afterschool Care Program  
2025-2026**

Dear Parents,

In order to plan for the next school year, it would be helpful to us if you would indicate whether you will use our Afterschool Program during the 2025-2026 school year. We provide supervised care until 5:30 each day, except for early dismissal days. **Please complete this form and return it with a \$25.00 registration fee per child.**

For your convenience, three payment plans are available: annual, 50/50, or 10-monthly payments. Fees are as follows: **Afterschool Registration Fee: \$25.00 per child**

<b>Payments Due: Plan:</b>	<b>August 10 <u>Annual plan</u></b>	<b>August 10 &amp; January 10 <u>50/50 plan</u></b>	<b>August 10 - May 10 <u>10 monthly payments</u></b>
One child	\$1200	\$650 / \$650	\$140.00
Two children	\$2200	\$1150 / \$1150	\$240.00
Three children	\$3100	\$1600 / \$1600	\$330.00
Four children	\$3900	\$2000 / \$2000	\$410.00

The homework room is provided for students in grades 1<sup>st</sup> -5<sup>th</sup>, on Mon., Tues., and Thurs. from 3:00 – 3:30. Students will do their written work only. Studying and checking homework will be done at home. The elementary students stay on the elementary campus. Students in grades 6<sup>th</sup> and up will be in homework room daily from 2:30-3:30 then escorted to a middle school classroom.

**Please provide the following information:**

Student's name	Grade next year	Student's name	Grade next year
Student's name	Grade next year	Student's name	Grade next year
Parent's name	Home phone	Work/Cell phone	Email address
Emergency contact/relationship	Phone	Emergency contact/relationship	Phone
Parent's signature		Date	

**FULL-TIME AFTERSCHOOL CARE:**

I will use the Afterschool program full-time (5 days per week). Mark one payment choice below.  
 Annual payment       50/50 plan      or       10 month payment plan

**DROP-IN AFTERSCHOOL CARE: \$15.00 PER DAY PER CHILD WITH A \$25.00 REGISTRATION FEE PER CHILD.**

I will use the drop-in program occasionally. Bills are sent monthly and must be paid in full when received.

**All Users:** (Please check one.)

I am enclosing the \$25.00 per child registration fee.  
 I will be paying the registration fee(s) in August along with my first payment.

Please return this form as soon as possible. **You may mail this form and the registration fee to Grace Christian School; 4900 Jackson Street; Alexandria, LA 71303.** Payment dates are the 10<sup>th</sup> of the month for the 10-month plan. If you have any questions, please call the Elementary Office at 484-3960.

*Payments must be kept current in order for students to continue to stay in Afterschool.  
Report cards and/or academic records may be held for non-payment of monthly balance.*



# Grace Christian School

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(318)445-8735 Fax (318)443-1034  
[www.gcsla.org](http://www.gcsla.org)

## **General Information 2025-2026**

Dear Parents,

The following information will be available on the school's web site, [www.gcsla.org](http://www.gcsla.org), in the left-hand column tabs by June 1, 2025.

- Comprehensive School Fees/Lists for PreK-12<sup>th</sup> grade
- School Calendar
- Uniform Requirements (in Student Handbook)
- Required Summer Reading for 3<sup>rd</sup>-12<sup>th</sup>
- Recommended Reading lists for PreK-2<sup>nd</sup> grade

If you do not have access to a computer, you may come by the GCS Main Office after June 1, 2025, to pick up a copy of the information. The summer office hours are Monday-Thursday from 9:00-2:00.