WELCOME TO ASUNCION CHRISTIAN ACADEMY!
We are very happy that you’ve chosen ACA for your kids. In order to make the enrollment process easy to follow, here is the complete procedure you need to go through to register your child at ACA.

Admission Process

1. Deliver the following documents and completed forms to the Administrative Secretary:
   - Student Registration Form FE001E/S
   - Pastor Recommendation FE003E/S
   - School Recommendation FE011E/S
   - Medical Records and Shot record FE010E/S
   - Medical Questionnaire FE005E/S
   - Report Cards (3 previous years)
   - Transcript (previous year)
   - Parent document (Cedula or Passport)
   - Child’s Cedula or Passport **AND** Birth Certificate
   - 2 photos carnet size.
   - All Missionaries must submit copy of missionary cedula from the Ministerio de Educacion.

2. Parents will be contacted by the Administrative Secretary for their child test date. The test will be administered by the Counselor. **EXCEPTIONS:** If your child is coming from an American Academic System or entering Pre- Kinder will **NOT** be tested.

3. The Administrative Secretary will contact parents to set a date for an appointment with the Directors. If the student is applying for JH/HS or ESL, he/she will need to be in the meeting too. The Parent/Student Handbook and the Conduct Pledge will be explained and signed at this time.

4. The parents will pass by the Financial Office to pay the fees.

5. The student can pick up his/her schedule from the Administrative Office.

6. WELCOME TO THE ACA FAMILY!!!