



Application Form  
2017-2018

*Education For Life*

## CHA APPLICATION CHECKLIST

### **STEP 1 Come for a tour!**

Call the Admissions Office at 858-566-1996 x1204 and arrange a visit to the CHA campus.

### **STEP 2 The Application:** Complete the application form and return to CHA.

Your application is not complete without the following items:

1. Completed application packet
2. Copies of report cards for the past two years when applicable
3. Request to forward School Records Form (please fill out top portion)
4. Teacher Questionnaire (Please fill out the top portion and give it to your child's current teacher with the envelope provided. They will mail it directly to CHA)
5. Non-refundable application fee of \$600 for all applicants. It must be enclosed with this completed application to begin processing. The application fee is refundable ONLY if your child is not admitted by the school.  
Please make the check payable to Chabad Hebrew Academy

### **STEP 3 If Applying for Tuition Assistance:**

Families wishing to apply for financial aid should request, complete and submit a PSAS form. Tuition assistance is contingent on the funds available and will be awarded in as timely a manner as possible and are based on financial need.

If awarded tuition assistance, parents meet with financial aid director for signature and acceptance

### **STEP 4 The Interview:**

Once your admission application is submitted, you will be scheduled for:

A student assessment and/or a shadow day (Students are typically assessed in the classroom environment)

### **STEP 5 Admission Decision:**

Decision Letters will be mailed within 14 days of the interview. Please be advised that all application materials are required before an applicant's file can be reviewed for admission to CHA

### **STEP 6 Tuition Fees and Schedules:**

The fees and schedules agreement and contract needs to be initialed and signed

A FACTS account needs to be set up by the parents

The first payment needs to be submitted

# New Student Application

## STUDENT INFORMATION

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Grade Entering 17/18: \_\_\_\_\_

Hebrew Name: \_\_\_\_\_ Gender: \_\_\_\_\_ Birth Date:    /    /

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## CURRENT SCHOOL

Name of School: \_\_\_\_\_ Dates of Attendance: \_\_\_\_\_

Address: \_\_\_\_\_

Name of School District: \_\_\_\_\_ Principal/Head: \_\_\_\_\_

School Phone Number: \_\_\_\_\_ Current Teacher: \_\_\_\_\_

## SCHOOLS PREVIOUSLY ATTENDED

Name of School: \_\_\_\_\_ Dates of Attendance: \_\_\_\_\_

Name of School: \_\_\_\_\_ Dates of Attendance: \_\_\_\_\_

## PARENT'S INFORMATION

Last: \_\_\_\_\_ First: \_\_\_\_\_ Title: \_\_\_\_\_

Home Address:(if different from student) \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone:(\_\_\_\_) \_\_\_\_\_

Cell: \_\_\_\_\_ E-mail: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Profession: \_\_\_\_\_ Position/Title: \_\_\_\_\_

Work Phone:(\_\_\_\_) \_\_\_\_\_

## PARENT'S INFORMATION

Last: \_\_\_\_\_ First: \_\_\_\_\_ Title: \_\_\_\_\_

Home Address:(if different from student) \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone:(\_\_\_\_) \_\_\_\_\_

Cell: \_\_\_\_\_ E-mail: \_\_\_\_\_

Place of Employment: \_\_\_\_\_

Business Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Profession: \_\_\_\_\_ Position/Title: \_\_\_\_\_

Work Phone:(\_\_\_\_) \_\_\_\_\_

Parents are: (circle if applicable): Married    Separated    Divorced    Single    Mother Remarried  
Father Remarried    Mother Deceased    Father Deceased

STUDENT APPLICATION  
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Applicant Lives With: \_\_\_\_\_ Financially Responsible Party: \_\_\_\_\_

Synagogue Affiliation: \_\_\_\_\_

Is the applicant adopted? (please circle)      Yes      No

Was the applicant converted? (please circle)      Yes      No

Siblings:

Name: \_\_\_\_\_ Birth Date:   /   /   Current School: \_\_\_\_\_

Name: \_\_\_\_\_ Birth Date:   /   /   Current School: \_\_\_\_\_

Name: \_\_\_\_\_ Birth Date:   /   /   Current School: \_\_\_\_\_

Please list any friends or relatives who have attended Chabad Hebrew Academy:

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Class of: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Class of: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Class of: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_ Class of: \_\_\_\_\_

STUDENT INFORMATION

Please describe the educational environment that you are seeking for your child. \_\_\_\_\_

\_\_\_\_\_

Why are you interested in CHA for your child? \_\_\_\_\_

\_\_\_\_\_

What would you like us to know about your child? \_\_\_\_\_

\_\_\_\_\_

What are your expectations of your child's CHA educational experience? \_\_\_\_\_

\_\_\_\_\_

How would you describe your child's academic performance to date? \_\_\_\_\_

\_\_\_\_\_

Tell us about any special interests/talent in music, art, religion, athletics, academics that your child has. \_\_\_\_\_

\_\_\_\_\_

How would you describe your child's personality? \_\_\_\_\_

\_\_\_\_\_

Has your child ever received educational support or tutoring outside the school setting? \_\_\_\_\_

What was the reason? \_\_\_\_\_

Is there a significant incident, major event or experience (relocation, change in the family, loss of a loved one) that has occurred during your child's lifetime that may help us better understand your child? \_\_\_\_\_

\_\_\_\_\_

Please describe any special requirements that your child may have. (e.g. medications, attention to allergies, dietary restrictions, etc.) \_\_\_\_\_

\_\_\_\_\_

Has a previous school recommended that your child receive: (circle all that apply)

occupational therapy

speech therapy

educational therapy

educational evaluation (ie. IEP testing)

What was the result? \_\_\_\_\_

How did you hear about Chabad Hebrew Academy? \_\_\_\_\_

We were referred to Chabad Hebrew Academy by the \_\_\_\_\_ family.

Parent Signature:

Date:

STUDENT APPLICATION  
2017-2018

FINANCIAL INFORMATION

**Application Fee:**

A \$600 application fee is due with this paperwork in order for it to be processed. Please make all checks payable to Chabad Hebrew Academy. The application fee is refundable only if your child is not recommended for admission by the school.

**Tuition Fees:**

Grades	2017/2018 Tuition Rate
K	\$12,750
1-5	\$17,750
6-8	\$18,750

\$600 Application Fee is not included in tuition amount.

**Payment Schedule:** Please circle and initial your desired payment schedule

Schedule A: The full year's tuition is paid by February 1, 2017. Families who elect Schedule A will receive an additional 1.5% discount. Direct payment can be made to CHA by check or credit card. A 3% additional charge will apply to those who pay by credit card. \_\_\_\_\_  
(Initial)

Schedule B: 3 equal payments of the full year's tuition on February 1, 2017, May 1, 2017 and November 1, 2017. First payment is made directly to CHA. Enrollment in a FACTS tuition account is mandatory to complete the application. The 2 remaining payments of May 2017 and November 2017 will be processed by FACTS. \_\_\_\_\_  
(Initial)

Schedule C: 10 installments of the total tuition amount with the first payment made directly to CHA by February 1, 2017 and deposited on February 3. Enrollment in a FACTS tuition account by February 1, 2017 is mandatory to complete the application. The 9 remaining payments from March 2017 through November 2017 will be processed by FACTS. \_\_\_\_\_  
(Initial)

**FACTS Tuition Account:**

Please enroll in a FACTS tuition account by signing up at <https://online.factsmgt.com/signin/48JJS> or by requesting paper forms at the CHA Business Office.

Please check here if you would like to receive an application for Financial Aid. A Financial Aid packet will be provided to you. Applying for financial aid will not affect your child's admission to Chabad Hebrew Academy.

**Other Tuition Discounts:**

Chabad Hebrew Academy offers tuition discounts to those students who fall into the following categories:

1. Families who enroll three or more students in Chabad Hebrew Academy will receive a 20% multiple child discount on the tuition of the third and fourth child. Each child enrolled beyond the fourth child will receive a 50% tuition discount. The discount will be deducted from the youngest child/ren's tuition. Infant program not included.

2. Children of Chabad Hebrew Academy faculty and staff automatically receive a 20% discount for each child.

## **Method of Payment – FACTS Tuition Management Services: One agreement per family**

CHA utilizes FACTS Tuition Management Services for collecting and processing all tuition and fees. FACTS charges \$45 annually to process payment. There is a \$25 charge for any payment returned from the bank or NSF. For those who use credit cards, there is a 2.5% fee. Please enroll in a FACTS tuition account by signing up at <https://online.factsmgt.com/signin/48JJS> or by requesting paper forms at the CHA Business Office. If you would like to pay FACTS by credit card, please contact the school business office. Families who choose to pay the balance of tuition in full by February 1, 2017 are not required to set up a FACTS account.

The privileges of Chabad Hebrew Academy will be denied to any student whose parents fail in their financial obligations to the school. The school reserves the right to withhold transcripts and/or grades, to deny attendance, and to dismiss students whose accounts include excessive overdue balances. (An excessive overdue balance includes being behind in payment for two or more months.) A late payment fee of 1.5% per month (18% per year) will be applied to any overdue accounts. The late payment fee is applied automatically to student accounts on the first day of each month for any outstanding balances from prior months. Unpaid accounts will be subject to legal action for collection. Parents/guardians will be responsible for any/all legal and collection costs incurred by the school.

### **Referrals:**

We would like to thank our parents for their dedication and commitment to CHA. Our school's mission is to provide a meaningful and positive Jewish foundation for the leaders of tomorrow. A strong CHA enrollment benefits all aspects of the school and allows many more students to receive a valuable Jewish education. CHA is honored to provide a \$500 tuition credit upon referral of any family that results in enrollment in Kindergarten through 8th Grade. CHA will provide a \$250 credit for every referral that results in a family's enrollment in preschool. A \$250 tuition credit will be provided to the referring family for all newly enrolling Kindergarten through 8th grade families requesting tuition assistance. Only one referring family name may be written on each new family enrollment form and only one family will be issued the tuition credit. Newly enrolling families with both K-8 and preschool children will result in one tuition credit totaling \$500.

### **Transportation:**

Transportation is currently available from La Jolla and Carmel Valley. The annual Transportation Fee is \$1,700. Space is limited. Transportation is also available from Oceanside and South Bay/Chula Vista. Please contact the office for more information.

### **Financial Aid:**

Financial Aid is available on a limited basis. In order to qualify for financial aid, the application packet and financial aid application must be completed, signed and returned with the application fee of \$600, on or before February 1st, 2017. Families of applying students will be notified as soon as possible regarding their financial aid grant. If the applicant does not receive a scholarship, the \$600 application fee will be returned.

TUITION CONTRACT  
2017-2018

All tuition is payable in advance unless the parent has made arrangements to participate in the FACTS three payment or ten payment plan. Enrollment is for the academic year that begins August 29th, 2017 and ends June 14th, 2018. **Tuition payments must begin on February 1, 2017.** If a student is accepted and enrolls after February 1, upon enrollment, parents must remit all tuition payments missed between February, 2017 and the enrollment date. (Parent or guardian is asked to initial here to indicate agreement. \_\_\_\_\_)

Enrollment for the 2017-2018 academic year may be cancelled by submitting a written cancellation notice prior to May 1, 2017. Application Fee is non-refundable. If enrollment is cancelled after May 1, 2017, the parent or guardian is obligated to pay the equivalent of three months tuition. If cancellation occurs after July 1, 2017, the parent or guardian is responsible for the full years' tuition. (Parent or guardian is asked to initial here to indicate agreement. \_\_\_\_\_)

Payment of the Application Fee reserves a place for your child for the 2017-2018 school year. Enrollment is not considered final, however, until arrangements for payment of all tuition and fees have been finalized, and this contract has been signed by the family and a representative of Chabad Hebrew Academy. (Parent or guardian is asked to initial here to indicate agreement. \_\_\_\_\_)

For your convenience, CHA utilizes FACTS for tuition collection services. All families electing to pay for school tuition in more than one payment must have a fully set up and completed FACTS account before admission is considered final. If any changes of account information are required, please notify the CHA Finance Office. (Parent or guardian is asked to initial here to indicate agreement. \_\_\_\_\_)

1.	Application Fee	\$600
2.	Tuition for above named student to attend Chabad Hebrew Academy	\$ _____
<b>FEES:</b>		
3.	Long Range Planning and Facilities Fee. <b>Fully Tax Deductible</b> (Per Family)	\$500
4.	Technology Financing Fee (Kindergarten through 8th grade)	\$250
5.	Transportation Fee (if applicable)	\$ _____
6.	Security Enhancement Contribution (Per Family)	\$180
Total:		\$ _____

**PAYMENT INFORMATION**

Please find my full tuition payment for the Schedule A payment plan or my first payment for Schedule:

B C (please circle one schedule)

Method of Payment (Please check one)

Check      Number: \_\_\_\_\_

Credit Card      Number: \_\_\_\_\_      Expiration Date: \_\_\_\_\_

V code: \_\_\_\_\_      Billing Zip Code: \_\_\_\_\_

By signing this application, I/We agree to be bound by the stated terms and conditions, and I/We hereby acknowledge that all the information provided is accurate and complete. I/We agree to pay all tuition and fees as stated.

\_\_\_\_\_  
Parent /Guardian's Signature

\_\_\_\_\_  
Parent /Guardian's Signature

\_\_\_\_\_  
Date



Please return this enrollment packet and your application fee to:

Office of Admissions  
Chabad Hebrew Academy  
10785 Pomerado Road  
San Diego, CA 92131

### ADMISSIONS CHECKLIST

- Completed and signed enrollment contract
- Application Fee
- Tuition Fees and Schedules initialed and signed
- FACTS account completed and verified

If you have any further questions, please feel free to contact:

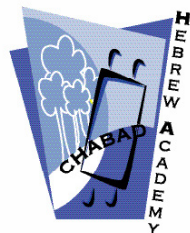
Admissions Office  
Ms. Wendy Leberman  
858-566-1996 ext 1204  
wleberman@chasd.org

Business Office  
Ms. Dina Carlebach  
858-566-1996 ext 1219  
ndcarlebach@chabadsd.org

Financial Aid Co-ordinator  
Rabbi Shmuel Eber  
858-566-1996 ext 1217  
seber@chasd.org

Head of School  
Rabbi Josef Fradkin  
jfradkin@chasd.org

Principal  
Mrs. Liz Earne  
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