

If you are ready to move forward with enrolling your child, here are the next steps:

➤ **FACTs Account/Enrollment**

- A parent/guardian must **set up a FACTs account** by clicking the blue **ENROLL tab**, found at the very top right of the homepage from the hcaeagles.org website. Select **ENROLL WITH FACTS FOR THE FIRST TIME**.
- Once you arrive at FACTs, please select **Create username & password** to begin.
- Once your FACTs account has been created, click the **GREEN** button to **Set Up a Payment Plan**.
- **Please note: Do not click "Start Application to complete a financial aid application" (Grant & Aid) unless you need tuition assistance.** This step is 100% optional and there is an additional \$40 fee to apply.
- Once your Payment Plan is set up, the **Enrollment Form 22-23** needs to be completed and submitted electronically through your FACTs account.

➤ **Testing**

- Grade-level placement is determined by previous academic performance and/or other assessments as required by HCA. Once your online enrollment is done, the office will email you an Entrance Test Registration Form to fill out so that we can request your child's records from his/her current school.
- After completing the Entrance Test Registration Form, please call the school office to set up entrance testing for your child. All new students are tested to determine appropriate grade level placement and any additional needs. During testing, a parent will be asked to fill out additional paperwork concerning the child's background and abilities. Testing is \$45 per student and due at the time of testing.

➤ **Pastor Recommendation**

- A Pastor Recommendation form must be completed and sent to the school. This can be accessed in the FACTs enrollment form.

➤ **Family Interview**

- After the entrance test is completed by your child, our administrative team will assess all of the information that is available to determine whether HCA is a good fit for your child. Once that is determined, we will contact you about next steps. If your child is approved for admissions, we will set up a family interview with you to go over important information for the school year and answer any final questions you may have.
- Please note - At least one parent/guardian of an applicant must give a credible profession of personal faith in Jesus Christ as Lord and Savior.
- Also, The parents should have an understanding of and willingness to cooperate with the Statement of Faith, Mission, Core Values, and Family Commitment statements of HCA.

➤ **Notification of Status**

- Enrollment is conditional and is based on review of records, references, and interviews with the student and parents/guardians. A final determination is made after all of the above steps are complete.