

## Admissions Decisions

### Accept

The student and parent(s) are deemed a qualified mission-match for Santa Fe Christian Schools and acceptance is offered. Parents have one week from the date of the acceptance letter to complete the enrollment process and submit the required tuition deposit. Acceptance may be revoked if the student's final report card shows a drop in academic or behavioral performance.

### Wait Pool

A student is placed in the "wait pool" when he/she qualifies as a mission-match for Santa Fe Christian Schools but there is no space available for placement in the grade at that time. Wait pools are not prioritized wait lists. Should space become available in that grade, all candidates in the wait pool will be reviewed again and the "most qualified" candidate will be selected.

Each candidate must submit the required tuition deposit to become active in the SFCS wait pool. The purpose of having a deposit is to ensure that we have a viable pool of candidates for review. Wait pool status will remain in effect until the end of the second week of school (Friday, close of business). Santa Fe Christian Schools does not carry over wait pools from year to year. Once a new school year begins, families can decide if they wish to re-apply. If space does not become available, SFCS will refund the tuition deposit (for complete Wait Pool Policy, see our web site at [www.sfcs.net](http://www.sfcs.net)).

### Deny

When a student (and/or parent) is deemed not a mission-match for Santa Fe Christian Schools, a denial letter is mailed to the parents of the applicant. All parent communication is handled by the Admissions Department. Due to the confidential nature of the admissions process, we are unable to discuss specific details. However, we are happy to clarify our admissions policies and procedures. In the case of siblings who are not accepted, every effort will be made to contact the families by phone as a courtesy, followed by a letter. Denials are for one school year only. Applicants are welcome to reapply for future grades.

### Stopping the Process

If the report cards, transcripts, and/or test scores show that the applicant will not meet the SFCS admissions criteria at that time, the admission process is stopped. The Admissions Officers will notify the parents that, due to the documentation received, the process has been stopped.

### Priority Consideration

It is the desire of SFCS to keep families together by giving priority consideration to qualified siblings, alumni, present SFCS pre-school students, and children of SFCS faculty.