

REENROLLMENT PROCESS

- **Complete front and back** of the Reenrollment Form. You may reenroll multiple students on the form; however, first time students must have a new Enrollment Form completed. If you have a new student in your family, call the Admissions Office and ask that forms be mailed to you or download them from the website, www.cincinnatichristian.org/Admissions. Turn all forms in together.
- **Complete the Tuition Payment Preference Form** and return it with all other forms. This form is required, even if there are no changes from the previous year.
- Families reenrolling a student into 7th Grade must provide a Pastoral Reference. This form will be returned to us by your Pastor, and an envelope has been provided.
- **The Family Commitment Form needs to be reviewed and signed** by *every* Junior/Senior High Campus student in your family as well as a parent/guardian. Submit this with all other Reenrollment forms.
- **Attach the Reenrollment Fee of \$150.00 per student.** The New Student Fee is \$250.00. The maximum Reenrollment Fee per family is \$300.00. If you are enrolling a new student as well, the total maximum enrollment fee per family is \$500.00. (Please make checks payable to CCS.)
- You may return your form(s) and fee(s) beginning now. All forms and fees must be turned into either campus office by 3:30 p.m. February 28th in order to qualify for the discounted fee. Priority enrollment is given to CCS families who turn in the Reenrollment forms **and** fee by this deadline. Open enrollment for outside families begins March 1st. **Spaces for returning students cannot be guaranteed after March 1st.**
- **The Reenrollment Fee increases to \$250.00 per student after February 28th. Reenrollment forms turned in after February 28th must include the \$250.00 fee per student. If reenrolling and applying after February 28th, the family limit does not apply.**
- Please contact Mrs. Peggy Head, Admissions and Enrollment Director, at (513) 892-8500 or at peggy.head@cincinnatichristian.org if you have questions.