



# UNIVERSITY CHRISTIAN SCHOOL

## **We are more than a school. We are family!**

UCS is a community where the lives of students and families are transformed. Since 1965, UCS has challenged thousands of students academically while building a strong foundation spiritually.

## **ADMISSIONS PROCESS**

Our admissions process begins by building a relationship with your family while getting to know each student personally. Our goal is to make the process as streamlined as possible for gathering the required information. The Admissions Team is here to guide you each step of the way with personalized attention. We look forward to working with your family.

Admissions decisions are based upon entrance testing, previous and current school records, personal interviews, and availability of openings. As a convenience to our applicant families, we utilize an electronic notification and enrollment process.

## **INSTRUCTIONS FOR PROSPECTIVE FAMILIES:**

1. Visit our website at [www.ucsjax.com](http://www.ucsjax.com).
2. Click on **Apply** under the Admissions tab.
3. Follow the instructions listed to complete application and pay **Application Fee**.

You will be required to pay \$400 for the Application Fee in order to process the application. This is a non-refundable fee for each application submitted.

## **ADMISSIONS TESTING**

Admissions Testing is required for all applicants entering the 1st - 12th grade. The Admissions Test is a Diagnostic Test that helps us gauge where your student is in their current grade level. **Please schedule your student's Admissions Testing as soon as you complete your application.** You will not be able to schedule your Family Interview until this is completed.

### **Required documents to upload during the Admissions Process:**

- Copy of Birth Certificate
- Health Exam (DH 3040)
- FL Immunization Certificate (DH 680)
- Most Recent Report Card
- Recommendation Forms from an Administrator & Teacher (Grades 1-12)
- Discipline Report from Previous School (**Discipline Reports must show any disciplinary infractions from the current/previous school year**)
- Student Questionnaire (Grades 3-12)
- Transcript (Grades 9-12)
- FHSAA Athletic Questionnaire (if applicable)

## **FAMILY INTERVIEW**

The Family Interview is the last step in the Application process and cannot be scheduled until Admissions Testing has been completed and all required documents have been submitted. **Please note that you and your child are both required to be in attendance for this interview.**



## WELCOME TO THE UCS FAMILY

### *Dear Prospective Parent,*

Thank you for your interest in University Christian School. For over five decades, University Christian has been committed to providing families an affordable, high quality Christian education. I look forward to providing you more information about a University Christian education, as well as assisting you throughout the enrollment process and your years at UCS!

At University Christian, we understand the significance involved in your decision of where your student will attend school. Their education is a key ingredient to the success he or she will enjoy throughout life. Whether you are a first time parent trying to decide on a Kindergarten for your child to attend or a family new to the Jacksonville area, we are here to assist you from the information gathering process all the way through the enrollment of your child at UCS.

A quality education does not merely encompass sound academics. UCS seeks to develop not only the intellectual, but the spiritual and social components of each student in a positive, relational environment. Our desire is to see each student transformed into a Christian leader, prepared to continue their academic training and fulfill God's calling on their life.

Enclosed you will find information on all aspects of our school, as well as an admissions application for the **2024-2025** school year. As you walk through the process of choosing the school that is right for your family, please know that I am here to answer any of your questions or assist in any way possible. Again, thank you for your interest in University Christian School. If you should have any questions regarding the enclosed enrollment packet, please contact me directly at (904) 737-6330 ext. 1408 or my email at [SteffaneyBass@ucsjax.com](mailto:SteffaneyBass@ucsjax.com).

Sincerely,

***Steffaney Bass***  
Admissions Director



# RECOMMENDATION FOR ADMISSION

*The following questions should be completed and returned by an **administrator** at your child's current school.*

\_\_\_\_\_, has applied for admission to University Christian School. We are interested in knowing as much as possible about this applicant and appreciate your assistance. This recommendation is an important part of the decision process and is kept completely confidential. Please rank the applicant according to academic performance and potential as well as personal character and conduct.

## ACADEMIC PERFORMANCE AND POTENTIAL

	OUTSTANDING	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE
Ability to Work Independently	_____	_____	_____	_____
Academic Focus	_____	_____	_____	_____
Creativity	_____	_____	_____	_____
Intellectual Curiosity	_____	_____	_____	_____
Motivation	_____	_____	_____	_____
Preparedness for Class	_____	_____	_____	_____
Work Habits	_____	_____	_____	_____
Organizational Skills	_____	_____	_____	_____
Verbal Communication Skills	_____	_____	_____	_____
Receptive to Constructive Criticism	_____	_____	_____	_____
Written Communication Skills	_____	_____	_____	_____
Overall Academic Achievement	_____	_____	_____	_____

## PERSONAL CHARACTER AND CONDUCT

	OUTSTANDING	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE
Adaptability to New Situations	_____	_____	_____	_____
Classroom Behavior	_____	_____	_____	_____
Cooperation	_____	_____	_____	_____
Concern for Others	_____	_____	_____	_____
Leadership Potential	_____	_____	_____	_____
Participation in Activities	_____	_____	_____	_____
Persistence	_____	_____	_____	_____
Responsibility	_____	_____	_____	_____
Self-Discipline	_____	_____	_____	_____
Self Esteem	_____	_____	_____	_____
Overall Behavior	_____	_____	_____	_____

(Flip Over)

## RECOMMENDATION FOR ADMISSION, *cont'd*

---

---

1. Is the applicant a student in good standing at your school? If no, explain.
2. Has the applicant ever been on disciplinary probation or been suspended while enrolled at your school? If yes, explain.
3. Would this student be permitted to re-enroll in your school next year? If no, explain.
4. Does this student have any special academic needs (i.e.: oral exams, tutoring, etc.); and/or learning disabilities that you are aware?
5. Would this student be eligible to participate in athletics for the upcoming academic year at your school?
6. Do you believe this student can be successful in a private, Christian academic atmosphere? If no, explain.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

School: \_\_\_\_\_ Date: \_\_\_\_\_

***Please attach a discipline report for the years the student has attended your school and return this evaluation to:***

Director of Admissions  
University Christian School  
5520 University Blvd. West  
Jacksonville, Florida 32216

---

---



# RECOMMENDATION FOR ADMISSION

*The following questions should be completed and returned by an **teacher** at your child's current school.*

\_\_\_\_\_, has applied for admission to University Christian School. We are interested in knowing as much as possible about this applicant and appreciate your assistance. This recommendation is an important part of the decision process and is kept completely confidential. Please rank the applicant according to academic performance and potential as well as personal character and conduct.

## ACADEMIC PERFORMANCE AND POTENTIAL

	OUTSTANDING	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE
Ability to Work Independently	_____	_____	_____	_____
Academic Focus	_____	_____	_____	_____
Creativity	_____	_____	_____	_____
Intellectual Curiosity	_____	_____	_____	_____
Motivation	_____	_____	_____	_____
Preparedness for Class	_____	_____	_____	_____
Work Habits	_____	_____	_____	_____
Organizational Skills	_____	_____	_____	_____
Verbal Communication Skills	_____	_____	_____	_____
Receptive to Constructive Criticism	_____	_____	_____	_____
Written Communication Skills	_____	_____	_____	_____
Overall Academic Achievement	_____	_____	_____	_____

## PERSONAL CHARACTER AND CONDUCT

	OUTSTANDING	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE
Adaptability to New Situations	_____	_____	_____	_____
Classroom Behavior	_____	_____	_____	_____
Cooperation	_____	_____	_____	_____
Concern for Others	_____	_____	_____	_____
Leadership Potential	_____	_____	_____	_____
Participation in Activities	_____	_____	_____	_____
Persistence	_____	_____	_____	_____
Responsibility	_____	_____	_____	_____
Self-Discipline	_____	_____	_____	_____
Self Esteem	_____	_____	_____	_____
Overall Behavior	_____	_____	_____	_____

(Flip Over)

## RECOMMENDATION FOR ADMISSION, *cont'd*

---

---

1. Is the applicant a student in good standing at your school? If no, explain.
  
2. Has the applicant ever been on disciplinary probation or been suspended while enrolled at your school? If yes, explain.
  
3. Would this student be permitted to re-enroll in your school next year? If no, explain.
  
4. Does this student have any special academic needs (i.e.: oral exams, tutoring, etc.); and/or learning disabilities that you are aware?
  
5. Would this student be eligible to participate in athletics for the upcoming academic year at your school?
  
6. Do you believe this student can be successful in a private, Christian academic atmosphere? If no, explain.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

School: \_\_\_\_\_ Date: \_\_\_\_\_

***Please return this evaluation to:***

Director of Admissions  
University Christian School  
5520 University Blvd. West  
Jacksonville, Florida 32216

---

---



## STUDENT QUESTIONNAIRE (Grades 3 – 12)

*These questions are to be completed **by the student** in his/her own handwriting.*

1. What is your name? \_\_\_\_\_
2. How did you hear about UCS? \_\_\_\_\_
3. Are you willing to abide by the rules of University Christian School? \_\_\_\_\_
4. Have you ever been suspended or expelled? If so, why? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Do you know any present or past students or teachers at UCS? If so, who? \_\_\_\_\_  
\_\_\_\_\_
6. What do you feel are your strong points? \_\_\_\_\_  
\_\_\_\_\_
7. What do you feel you can contribute to UCS? \_\_\_\_\_  
\_\_\_\_\_
8. What activities are you interested in? \_\_\_\_\_  
\_\_\_\_\_
9. Are you actively involved in church? \_\_\_\_\_
  - 9a. Which one? \_\_\_\_\_
  - 9b. What is your pastor's name? \_\_\_\_\_

(Flip Over)

---





## 2024 - 2025 TUITION RATES

<u>Grade Level</u>	<u>2024 - 25 Tuition</u>
JK1	\$10,000
JK2	\$9,600
JK3	\$9,600
JK4	\$9,000
Kindergarten	\$10,000
1st - 4th	\$10,500
5th - 8th	\$11,000
9th - 11th	\$11,800
12th	\$12,200

**Preschool Tuition Rates:** Tuition for summer months (June & July) excluded.

**Academic vs. Non-Academic:** Academic students will follow the 2024-25 School calendar for all school closure dates. Non-Academic students will follow the 2024-25 Preschool calendar for all school closure dates.

### WHAT DOES MY TUITION INCLUDE?

- ✓ Cost of student education
- ✓ Apple iPad rental for Upper School students (including Apple Care)
- ✓ Student field trips (up to \$20 toward trips per student)
- ✓ Educational technology access for all students & parents including access to ON system
- ✓ Full complement of academic resources & elective courses
- ✓ All student textbooks and consumables
- ✓ Guidance & scheduling services
- ✓ Standardized testing for K-8
- ✓ PSAT & ASVAB testing for 9th & 10th grades
- ✓ Locker Utilization for Upper School students
- ✓ Student admission to all home athletic events (FHSAA district & playoff contests excluded)
- ✓ Field Day resources & lunch
- ✓ Yearly registration costs

### ADDITIONAL FEES & COSTS

- SMART Tuition Account (\$50)
- Uniforms (\$150 - \$350)
- Athletic, Band, & Drama participation fees (\$100 - \$250)
- Field trip totals (after the initial \$20)
- Academic Resource Program & plan monitoring
- Student meals including breakfast & lunch
- Dual Enrollment fees
- On-line Academy access
- Afternoon Care (K5-8th)
- Morning Care (K5-8th)
- Tutoring
- Yearbook
- Prom tickets & other special student activities for specific grade levels & ages
- Senior graduation & trip fees

**Financial Aid/Discounts:** \$500 Alumni, \$500 Military, \$500 University Church Member, \$500 Multi-Family, \$100-\$1000 Pastoral (must be approved by the Board of Administration). Applications for Financial Aid and Discounts must be completed through our Student Accounts office.