

**RIDGECREST CHRISTIAN SCHOOL**  
**APPLICATION INSTRUCTIONS**  
**2024/25**

COMPLETED APPLICATIONS SHOULD  
BE DELIVERED TO THE MAIN OFFICE  
OF RIDGECREST BAPTIST CHURCH  
OFFICE ON OR AFTER NOV. 25 AND  
NO LATER THAN DEC 5.

ORIENTATION – DEC 16 AT 11AM

**CONTENTS AND INSTRUCTIONS**

*If a question does not apply, please write N/A to assure us you did not skip the question. **Incomplete applications will not be considered.** Please make sure your letter of reference and appropriate payments are included with the completed application.*

\*\*PLEASE NOTE THAT THE \$25.00 APPLICATION FEE IS NON-REFUNDABLE. \*\*

*Please find the attached forms listed below:*

1. **RCS Parent/Teacher Application:** Complete and return.
2. **RCS Student Enrollment Form:** Fill out a separate copy for each student that will be enrolling in RCS, complete and return.
3. **RCS Family Enrollment Form:** Complete and return
4. **RCS Signature Page:** Please follow the instructions printed on the form and return. *Both* parents' signatures are required.
5. **RCS Statement of Faith:** Please read and **KEEP** this statement.
6. **RCS Operating Guidelines:** Please read and **KEEP** this document. Please ensure that you fully understand the content and you agree to abide by these guidelines.
7. **Pastor/Church leader:** Please give this letter to your pastor for him to send a letter of recommendation on church letterhead to you to return with application. This form is not required if you are a member of Ridgecrest Baptist Church.

**HSLDA (Homeschool Legal Defense Association) requirement:**

**RCS requires all families retain active membership with HSLDA. Please see FAQ for more info.**

**CURRENT HSLDA MEMBERS:** Include your membership number and expiration date on the *Family Enrollment Form*.

**NON-MEMBERS:** Must complete the HSLDA online membership application at [HSLDA.org](http://HSLDA.org) **AFTER ACCEPTANCE**. A reminder along with the RCS group discount code (\$15 off) will be given at orientation.

*Theresa Cumbie*  
ADMINISTRATOR

334.790.7872

[tcumbie@rbcdothan.org](mailto:tcumbie@rbcdothan.org)



A Ministry of Ridgecrest Baptist Church  
 1231 Fortner Street Dothan, Al 36301 334.790.7872

### HOME SCHOOL PARENT/TEACHER APPLICATION

Principal Teacher \_\_\_\_\_

Spouse's Name \_\_\_\_\_

Family email address (required) \_\_\_\_\_

Complete Address \_\_\_\_\_

Telephone: \_\_\_\_\_ County of Residence \_\_\_\_\_

Number of Children to be enrolled in RCS \_\_\_\_\_

How did you hear about RCS? \_\_\_\_\_

*Please answer the questions below as completely as possible. If any questions do not apply, please complete the response with "N/A". Your application will be kept completely confidential.*

**Educational:**

1. Please explain why you desire to Home School your children:

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*(Attach additional sheet if necessary)*

2. What is the primary teacher's highest level of education/degree?

\_\_\_\_\_

3. What is the spouse's highest level of education/degree?

\_\_\_\_\_

4. Will the primary teacher work outside the home during school hours? Yes \_\_\_\_\_ No \_\_\_\_\_

5. If you answered yes, please answer questions 5A, 5B & 5C. If you answered no, go to question 6.

5a. Who will the child(ren) be with during school hours? \_\_\_\_\_

5b. How many days a week will the primary teacher work? \_\_\_\_\_

5c. Hours per day? \_\_\_\_\_

6. Have any of the children to be enrolled, now or in the future, ever been suspended, attended or requested to attend an alternative school, expelled, or forced or given the choice to withdraw rather than be expelled at any time for any reason, or has the student been committed or recommended to an institution for behavior or substance abuse?

\_\_\_\_\_ Yes \_\_\_\_\_ No

*(If yes, please attach additional sheet with information)*

**Spiritual:**

7. Are you a born-again Christian who has placed your faith in Jesus Christ as your personal Savior? \_\_\_ Yes \_\_\_ No

If yes, please give a brief description of your testimony:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. What church are you a member of or attend? \_\_\_\_\_

9. Do you attend regularly or on occasion? \_\_\_\_\_

10. Pastor's Name \_\_\_\_\_ Church Phone Number \_\_\_\_\_

11. Does your family have regular family devotions or Bible study? \_\_\_\_\_

12. What is your philosophy of discipline and correction?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Family:**

13. Are any of the enrolling children from a previous marriage where the former spouse is still living? Yes\_\_\_\_No\_\_\_\_*If yes, do you have full or joint custody? \_\_\_\_\_ \*\*\*\*Please provide a copy of the custody agreement\*\*\*\**

14. Will you be able to obtain a notarized letter from the absent parent stating they are in agreement with & support your decision to homeschool (regardless of custody situation)?  
Yes\_\_\_\_ No\_\_\_\_  
*(If no, please attach additional sheet to explain)*

15. Have you or your spouse ever been investigated or charged with educational neglect or child abuse? Yes\_\_\_\_ No\_\_\_\_  
*(If yes, please attach additional sheet to explain)*

16. Do any of your students have special learning needs?  
Yes\_\_\_\_ No\_\_\_\_

*If yes, please describe the circumstances:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BOTH PARENTS/GUARDIANS MUST SIGN:**

We, the undersigned, in making application to Ridgecrest Christian School to participate in its Church School program, do hereby certify that the information disclosed in this application and related documents is true and correct to the best of our knowledge and belief. We hereby promise to abide by the rules, regulations, and policies of Ridgecrest Christian School in all academic and extra-curricular activities sponsored by the school.

Signature\_\_\_\_\_

Date\_\_\_\_\_

Signature\_\_\_\_\_

Date\_\_\_\_\_

**OFFICE USE:**

Application Received \_\_\_\_\_

Admitted\_\_\_\_\_

Administrator Signature \_\_\_\_\_

**RIDGECREST CHRISTIAN SCHOOL  
NEW STUDENT ENROLLMENT  
2024-2025**

**NOTE: PLEASE COPY & COMPLETE THIS PAGE FOR EACH STUDENT YOU  
ARE HOMESCHOOLING. ATTACH ADDITIONAL DOCUMENTATION AND/OR EXPLANATION AS NEEDED.**

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_

City \_\_\_\_\_ St. \_\_\_\_\_ Zip Code \_\_\_\_\_

Date of Birth \_\_\_\_\_ Social Security \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: Parent's \_\_\_\_\_ Student's \_\_\_\_\_

County of Residence: \_\_\_\_\_ Student Grade for 24/25: \_\_\_\_\_

**SCHOOL HOLDING STUDENT'S FILES:**

School Name: \_\_\_\_\_

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

1. Are you the custodial parent of this student? \_\_\_ Yes \_\_\_ No
2. Has this student ever repeated or been held back in any grade? \_\_\_ Yes \_\_\_ No If yes, which grade?  
\_\_\_\_\_ (please explain on additional sheet)
3. Has this student ever been suspended, expelled, or attended an alternative school?  
\_\_\_ Yes \_\_\_ No (please explain on additional sheet)
4. Has the student ever been committed or recommended to an institution for behavior or substance  
abuse? \_\_\_ Yes \_\_\_ No (Please explain on additional sheet)
5. Is this student adopted? \_\_\_ Yes \_\_\_ No
6. Is this student enrolled or intend to enroll in Alabama Virtual Academy while enrolled at RCS? \_\_\_
7. Is this student enrolled or intend to enroll in another cover school while enrolled at RCS? \_\_\_

**IF HOMESCHOOLED:**

County \_\_\_\_\_ State \_\_\_\_\_ What years? \_\_\_\_\_

**For students who were homeschooled, supply documentation for the prior three years of homeschooling.**

**OFFICE USE:**

Application Received \_\_\_\_\_

Administrator \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## RIDGECREST CHRISTIAN SCHOOL FAMILY ENROLLMENT FORM

Parent's Names \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip Code \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

Occupation \_\_\_\_\_

Family E-mail \_\_\_\_\_ Home Phone \_\_\_\_\_

Mom's cell: \_\_\_\_\_ Dad's cell: \_\_\_\_\_

Emergency contact name and number other than parent: \_\_\_\_\_

Number of years homeschooling? \_\_\_\_ HSLDA Member # \_\_\_\_\_ Expiration Date \_\_\_\_\_

Church your family currently attends: \_\_\_\_\_ Pastor's letter on file \_\_\_\_ Attached \_\_\_\_

*(Attach additional sheet if necessary for curriculum)*

RCS Students	Date of Birth	Grade	Curriculum
Other Children			

**YOUR APPLICATION WILL NOT BE CONSIDERED COMPLETE UNLESS THE FOLLOWING PAYMENTS ARE INCLUDED.**

\_\_\_\_ Check or M.O. payable to RCS for the registration fee (\$75) PLUS the appropriate tuition amount.  
(SEE OPERATING GUIDELINES FOR TUITION AMOUNT.) *(Registration fee (\$75) is non-refundable after acceptance.)*

\_\_\_\_ Check or M.O. payable to RCS in the amount of \$25.00 *(non-refundable application fee)*

**NO CASH PLEASE**

OFFICE USE ONLY

Date entered \_\_\_\_\_

Check# \_\_\_\_\_

Processed by: \_\_\_\_\_

**Ridgecrest Christian School**

## Signature Page

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**Both parents** must sign annually. If the student does not live with both parents, either birth parents or legal guardians must sign.

*(Proof of guardianship or adoption should be attached.)*

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I (We) hereby agree NOT to hold Ridgecrest Christian School nor Ridgecrest Baptist Church responsible for the education of our children, and by signing this document do release Ridgecrest Christian School and Ridgecrest Baptist Church from all legal responsibility.

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_

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

I (We) understand there is an inherent risk of injury while voluntarily participating in RCS activities and release the school and Ridgecrest Baptist Church from any liability.

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_

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

I (We) sign here to show that I (we) have read and fully understand the Ridgecrest Christian School “*Operating Guidelines*” and agree to abide by and be held accountable to said document.

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_

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

I (We) sign here in agreement with the Ridgecrest Christian School “Statement of Belief.”

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_

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

## **The Godhead**

- We believe the Godhead exists eternally in three Persons: Father, Son, and Holy Spirit.
- These three Persons are one God, having precisely the same nature, attribute, and perfection. (*Genesis 1:1, John 10:30, 37, 38*)

## **The Lord Jesus Christ**

We believe in Jesus Christ, the second Person of the Godhead,

- His eternal existence as God;
- His incarnation and virgin birth
- His substitutionary death on the cross for sin;
- His literal bodily resurrection from the dead;
- His present ministry of intercession in heaven; and
- His personal, future return to earth

(*Isaiah 7:14, Matthew 1:23, Luke 1:35, Hebrews 4:15, 7:25, 9:12, John 2:11, 11:25, Acts 1:11, Revelation 19:11-16*)

## **The Holy Spirit**

We believe that the Holy Spirit, the third Person of the Godhead:

- convicts men of sin and regenerates, baptizes, indwells, seals, and sets apart believers unto a holy life;
  - keeps and empowers believers day by day; and is the Teacher of the Word of God and the Guide for daily living.
- (*Ephesians 5: 18, 4:1, 30, 1 Corinthians 3:16, 6:19, 20*)

## **The Scriptures**

We believe:

- in the plenary-verbal inspiration of the Word of God and
- that both the Old and New Testaments are inerrant in the original writings and are the supreme and final authority for faith and life. (*2 Timothy 3:16, 2 Peter 1:21*)

## **Man**

We believe that:

- man was created innocent and pure and
- Adam fell through the sin of disobedience. Therefore,
- all men are corrupted in body, soul, and spirit; and all men need redemption. (*Romans 5: 12-21*)

## **Family**

We believe that:

- God has ordained the family as the foundational institution of human society. It is composed of persons related to one another by marriage, blood, or adoption. Marriage is the uniting of one natural born man and one natural born woman in covenant commitment for a lifetime. It is God's unique gift to reveal the union between Christ and His church and to provide for the natural born man and the natural born woman in marriage the framework for intimate companionship, the channel of sexual expression according to the biblical standard, and the means for procreation of the human race.  
(*Gen. 2:19-24, Lev. 18:22, Matt. 19:4-6, Rom. 1:18-27, Eph 5:22-33, Heb 13:4, Romans 5: 12-21*)
- Children, from the moment of conception, are a blessing and heritage from the Lord. Parents are to demonstrate to their children God's pattern for marriage. Parents are to teach their children spiritual and moral values and to lead them, through consistent lifestyle example and loving discipline, to make choices based on biblical truth. Children are to honor and obey their parents.  
(*Gen. 2:19-24, Lev. 18:22, Matt. 19:4-6, Rom. 1:18-27, Eph 5:22-33, Heb 13:4.*)

## **The Church**

We believe that:

- the true Church is composed of all who have been regenerated by the Holy Spirit and, thereby, constitutes a spiritual unity of believers, the Body of Christ.  
(*Romans 8: 9, 1 Corinthians 12: 12-13, Galatians 3: 26-28*)

## **Salvation**

We believe that:

- salvation is by grace, a free gift of God apart from works;
- salvation involves repentance, turning from one's own way to God's way;
- salvation is through personal faith in the Lord Jesus Christ;
- all who receive Jesus Christ are regenerated by the Holy Spirit and become the children of God;
- true salvation will be manifested by a changed life.  
(*John 3:16-19, 5: 24, Romans 3:19, Ephesians 2: 8-19, Titus 3: 5, 6*)

## **The Future**

We believe in:

- the personal, visible, bodily return of Jesus Christ to earth;
- the bodily resurrection of the just to eternal abode in the glory of God's presence; and
- the bodily resurrection of the unjust to judgment and everlasting punishment in the lake of fire.  
(*John 5: 28*)



Recognizing the desire of many Christians to educate their children in a home environment, it is the desire of the membership of Ridgecrest Baptist Church for this ministry to offer support, encouragement, and accountability to home school families.

1. Ridgecrest Christian School will be under the authority of the Pastor, and the supervision of an Administrator and the Ridgecrest Christian School Board of Directors. The Administrator shall be a current or former homeschooling parent and a member of Ridgecrest Baptist Church. The Ridgecrest Christian School Board of Directors shall be members of Ridgecrest Baptist Church comprised by a majority of homeschooling parents.

## 2. Membership

**First Time Applicants:** A family wishing to enroll in Ridgecrest Christian School shall follow the registration application procedures in order to be considered for enrollment. Application packets may be picked up at the church office or accessed online.

Applications must include the following:

- A completed RCS Parent/Teacher Application
- RCS Signature Page signed by both parents
- A letter from your pastor on church letterhead stating that your family is a member in good standing from a local evangelical church.
- Student Enrollment Form(s)
- Family Enrollment Form
- Membership form and fee for Home School Legal Defense Association.
- Application & Registration Fee (\$100.00 non-refundable)
- One of the following Tuition Fee Options:

### **Plan A (Early Open Enrollment)**

Due Date: April 30 (***This option is available for the month of April only.***)

Total Annual Cost: \$250/family

Payment Procedure: \$250 to be paid upon enrollment and no later than April 30 by check or money order. (Cash not accepted.)

### **Plan B (Open Enrollment)**

Due Date: (***This option is available until the date of the June orientation meeting***)

Total Annual Cost: \$275/family

Payment Procedure: \$275 to be paid upon enrollment and no later than the date of the June orientation meeting by check or money order. (Cash not accepted.)

### **Plan C (Post-Orientation Meeting) ***Enrollment accepted by INTERVIEW ONLY*****

Due Date: Date of Enrollment (***This option is available after Orientation until December 31***)

Total Annual Cost: \$300/family

Payment Procedure: \$300 to be paid upon enrollment by check or money order. (Cash not accepted.)

**Re-enrollment for Current Members must include the following:**

- Family Re-Enrollment form must be filled out on RCS website (HSLDA *member number and expiration date must be provided on form.*) Families that have not submitted the online reenrollment form nor paid the appropriate tuition by May 31 will be withdrawn.
  - Reenrollment Tuition:  
 Due Date: March 31 (**This option is available March 1 – March 31 only**)  
 Total Annual Cost: \$235/family  
 Payment Procedure: \$235 to be paid upon reenrollment and no later than March 31 by check, money order, or credit card. (Cash not accepted.) Reenrollment tuition submitted after March 31 will follow the open enrollment tuition options as stated in the first-time applicant's section.
  - A Student and Church Enrollment Form on file by the time a student is 6 years of age. (Please contact the office if you need these forms.)
3. Families withdrawing from RCS on or before August 31<sup>st</sup> will receive a 50% refund of their tuition only. Registration and Application fees are non-refundable. No refunds will be made after September 1<sup>st</sup>.
  4. Upon acceptance, each family will set up an account with **HomeschoolReporting.com** and **rcsdothan.org**.
  5. Grades and attendance reports are due **January 15th and June 15th** of each school year. The length of the school term is set at 175 days.
  6. Each teacher (parent) may decide upon the choice of a curriculum and must provide curriculum titles on HSRO by the August Parent Meeting. *The affiliation with a church school indicates that Christian beliefs are important; therefore, the Ridgecrest Christian School teachers will teach from a Christian perspective recognizing the Bible as our authority.*
  7. Accepted enrollment into Ridgecrest Christian School includes the following mandatory meetings:
    - *New Family Orientation for parents of all new applicants (held during summer)*
    - *August Kick-Off Meeting for both parents (Always the 3<sup>rd</sup> Thursday in August)*
  8. Ridgecrest Christian School does not discriminate on the basis of race, color, or national origin in its educational policies, admissions policies, scholarships and loan programs, and athletic or other school-administered programs. However, because RCS is a distinctly Christian organization, the administration reserves the right to discriminate in areas of religious beliefs and affiliations.
  9. RCS Policy on Operational Guidelines Accountability:  
**When a family has not . . .**
    - A . . . attended the mandatory parent meeting(s) or acquired an excused absence: (excused absences require an advanced two-week written notice and approval by the RCS Board of Directors. Email will be accepted as an official form of notification.)
      - Family will be put on probation.
    - B . . . attended subsequent parent meetings
      - Family will be dismissed from RCS and local school board notified.
    - C . . . reported grades/attendance within seven days of due date:
      - A \$25 late reporting fee will be applied to the family's tuition account.
    - D . . . reported grades/attendance for two marking periods
      - \* Family will be dismissed from RCS and the local school board notified.



1231 Fortner Street, Dothan, Al 36301

Phone: 334.790.7872

Fax: 334.794.2026

Dear Pastor/Church Leader,

\_\_\_\_\_ is applying for enrollment in Ridgecrest Christian School, a Homeschool Ministry of Ridgecrest Baptist Church. It is our desire (and a requirement) that parents and families receive spiritual encouragement and support in and through a local church. We consider ourselves partners with you in ministry to this family.

The family named above requests you to write a letter of recommendation for them. Please let us know their status: i.e., members, active, attending, etc....by preparing a letter on your church letterhead. Please return your letter to them as soon as possible so they may complete their application procedure. Thank you for your timely response.

Yours in service to our Lord and Savior Jesus Christ,

*Theresa Cumbie*  
RCS Administrator

## **SERVICES OFFERED**

Enrollment in RCS allows families to avail themselves of the resources which the school has to offer. Many of these services as well as others that may be offered in the future are dependent upon volunteers willing to organize and maintain them. These services have included, but are not limited to:

- A system of encouragement and support and accountability
- Online calendar, directory, and website services
- Online recording/filing of academic records
- Resource lending library
- Transcripts
- Senior graduation ceremony/diploma
- Home School Legal Defense Association Group Rate
- Information on Wiregrass Kings Sports Activities
- Field Trips
- Co-op classes
- Yearbook
- Youth Volunteer Service Program (F.L.O.W.)
- Student, teacher, and family fellowships
- Park Days
- Curriculum Help
- State Convention information
- Annual Family Fun Day
- Chick-fil-a Leadership Academy
- ASVAB Career Exploration Test (aptitude, interest self-assessment, career exploration)
- B.E.S.T. Robotics

# Application Process FAQs

1. How many checks do I need to complete the application?  
A – Two checks.
  - One check made out to RCS for the application fee of \$25. The application fee is non-refundable.
  - One check made out to RCS for the \$75 registration fee PLUS the appropriate tuition amount. See the operating guidelines included in this packet for the enrollment plan options and the corresponding tuition amounts. (For early Open Enrollment in the month of April, the check would be \$325). The \$75 enrollment fee is non-refundable after acceptance.
  
2. What is HSLDA?  
A - Home School Legal Defense Association provides legal protection and education support for homeschoolers across the nation. It is a requirement of RCS that all enrolled families join and keep membership to HSLDA current while enrolled at RCS. For more information, visit [HSLDA.org](http://HSLDA.org)
  
3. What if I'm already a member of HSLDA?  
A – Current members of HSLDA do NOT need to submit an HSLDA application. Please provide your membership number on the family enrollment page of the application. During the summer your HSLDA account will be transferred to RCS using your member number.
  
4. When & how will we be notified of acceptance?  
A – Notification letter will be emailed using the email address provided in the application. Please allow up to two weeks.
  
5. Is there a waiting list?  
A – At this time, there is not a waiting list. Should the need for a waiting list arise, families will be notified by email using the email address provided on the application. Checks will be held until the application can be processed.
  
6. What if we change our minds after we have submitted an application?  
  
A – Please contact the RCS office at 334-790-7872 or email [tcumbie@rbcdothan.org](mailto:tcumbie@rbcdothan.org)
  
7. Where do I submit the completed application?  
  
A – Deliver the completed application to the main office of Ridgecrest Baptist Church during regular office hours Monday – Friday, or mail completed application to 1231 Fortner Street Dothan, AL 36301

Only applications that include all required items in their entirety will be considered for enrollment. In addition to the paper application, please make sure the application packet includes the following items before submitting to the RCS office:

1. Tuition, application, and registration fees. Check or money order only.
2. A paper copy of the pastor letter must be included in this packet. Emails not accepted.
3. In cases of divorce – custody papers, letter of consent from absent parent if joint custody
4. Previously homeschooled families must include the last three years of documentation for each homeschooled student.