



331 South Birchwood Ave. Louisville, KY 40206  
(502)895-2534 www.christianconsortium.org

March 7, 2022

Dear Parents:

Thank you for your interest in CEC. We know that you are inquiring in order to invest in your child's education and we will help you in any way we can. We have enclosed the 2022-2023 class schedule, the application process sheet and a new application. CEC will have an **Open House at Indiana Wesleyan University (1500 Alliant Ave Louisville, 40299) on Friday, March 25 from 7:00 – 8:30 pm.** Anyone interested in CEC is welcome to attend. During the Open House you may meet the instructors and tour IWU where CEC classes meet for the 22-23; 23-24 school years, and turn in your new student application if you are ready to do so.

**New Student applications will only be processed when the reference form from the student's current school has been completed.** If a student has never been in a classroom setting, please use a nonfamily member who has seen your child in a group setting. **New applications will be processed beginning on March 25.** If you wish to apply at the Open House, please remember to bring a check for the CEC fee and one for each class instructor's registration fees.

The Christian Educational Consortium classes meet on Tuesdays and Wednesdays from August through May. The enclosed schedule provides specific information detailing when each class will meet and the name of the instructor. The New Student Application process sheet will help you fill out the application.

**Both the CEC fee and the class registration fees are not refundable. Note: Once classes begin, families are obligated to pay for the year's tuition, using the payment schedule options.**

You may turn in your application at the Open House, in the CEC office after March 25 or Mail all of the above to the address below.

Beverly Clark, Director  
Christian Educational Consortium  
331 South Birchwood Ave.  
Louisville, KY 40206

For further information, please feel free to contact CEC at (502) 895-2534 or email [cecschoolinfo@gmail.com](mailto:cecschoolinfo@gmail.com).

Sincerely in Christ,  
*Beverly R Clark*

Beverly Clark, Director  
Christian Educational Consortium

## New Student Registration Process 2022-2023

1. Please check the classes that are of interest to you and your student. Check that it is **grade appropriate** and that he/she has **met all of the pre-requisites** for the class. Please refer to the brochure and/or web site for that information. The web site schedule will also have the latest closed classes.
2. Please fill out the information page 1 completely. You will need a transcript of the previous school attended or your own home school transcript, if you homeschooled.
3. The reference on page 2 must be an instructor/counselor if your child has attended a school. If your child has been home educated, choose a nonfamily member who has seen your child in a classroom style setting. (i.e. Sunday School, Bible study) **Please note: this application will not be processed until the reference has been returned and checked.** It helps if you forewarn your reference to look for the CEC email so it will not be caught in their spam or overlooked.
4. **SAXON MATH** – if a student has not yet taken a Saxon math class, they must sign up for math placement. The dates are posted in the office and on renweb. Questions? Mrs. Renfro is the math placement coordinator. [ginarenfrocec@gmail.com](mailto:ginarenfrocec@gmail.com)
5. **DUAL CREDIT:** This means the class is offered at the high school and college level. A student must be in the 11-12<sup>th</sup> grades to take dual credit. For the Dual Credit English a student must have a 3.0 overall GPA and also score a 20 on the English section of the ACT - OR have an instructor's reference(preferably English). For Business and Personal Finance the student must have a 3.0 overall GPA. For Macroeconomics the student must have a 3.0 GPA or an ACT reading score of 20
6. **Flexibility:** Before filling out the form, please indicate if this schedule is **flexible** if the section of the class you requested is full or not flexible, meaning you prefer to be on the wait list if a section is closed.
7. **Day:** Please indicate if you plan to attend CEC **Tuesday ONLY, Wednesday ONLY or both days.**
8. When filling out the schedule – students may take 1-6 classes, so not all the slots are full. If you plan to take a study hall, include that on the schedule and write a check for deposit of \$50 to CEC. The remaining \$50 is due the 1<sup>st</sup> week of class. If you plan to use the Fellowship Room, you do not need to put that on the form, there is no charge.  
**Study Hall** – is a quiet room where students are expected to bring work to study. Space is limited  
**Fellowship Room** – is intended as a place for students to hang out as a break between classes in the middle of the day. Talking is allowed. Space is limited.
9. **Checks:** Write a check for the CEC fee to CEC. **(\$400 per student) PLEASE do not combine checks for multiple students.** It delays processing if one student does not get into their classes immediately because they are a new student or the schedule has to be changed because of closed classes.
10. Write a check of **\$50 to each individual teacher** to register for each class. **Please do not combine checks for multiple students.** The \$25 fee per class is not due until August.  
**Both the CEC fee and the class registration fees are not refundable.**
11. The student signs the Honor Code
12. Parents sign the Claim release and the Photo release



331 South Birchwood Ave. Louisville, KY 40206  
(502) 631-2731  
www.christianconsortium.org

### Application 2022-2023

Student Name: \_\_\_\_\_ Gender: M F  
Student Grade: (fall) \_\_\_\_\_ Student Date of Birth: \_\_\_\_\_  
Student Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Student E-Mail: \_\_\_\_\_

	Father's Information	Mother's Information
Name:	_____	_____
Address: (if different from student):	_____	_____
Mobile phone #:	_____	_____
Landline phone #:	_____	_____
E-Mail:	_____	_____
Employer:	_____	_____
Business phone #:	_____	_____

Siblings already enrolled (if applicable): \_\_\_\_\_  
\_\_\_\_\_

Emergency Contact (other than parents): \_\_\_\_\_  
Relationship: \_\_\_\_\_ Primary Phone #: \_\_\_\_\_

Physician: \_\_\_\_\_  
Physician phone #: \_\_\_\_\_  
Known medical conditions: \_\_\_\_\_

Previous school(s) attended: (If exclusively homeschooled, write "homeschool.")  
Name of school: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Name of school: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_

Student's Name: \_\_\_\_\_

**CEC requires an academic reference from a recent, non-family member instructor who has taught your child. If the applicant has attended a school in the last two years, a reference from a school administrator or current instructor is required. This application will not be processed until your reference replies to CEC. To expedite the application process, please notify your reference that CEC will contact them (primarily via e-mail) with the CEC reference form.**

Reference Name: \_\_\_\_\_

Reference Title/Relationship to Applicant: \_\_\_\_\_

Reference E-Mail Address: \_\_\_\_\_

Reference Phone Number: \_\_\_\_\_

I waive the right of access to this recommendation given on behalf of my child's candidacy for admissions. (Consent must be given to process.)  Yes

For grades 7-11 coming from a traditional or cottage school, why is your child withdrawing from his/her present school? \_\_\_\_\_

\_\_\_\_\_

	<b>Please circle answer</b>	
Has your child ever been suspended from school?	Yes	No
Has your child ever been expelled from school?	Yes	No
Has your child, to your knowledge, been involved in illegal drug use?	Yes	No
Do you owe any other educational institution money?	Yes	No

**\*Falsification of any of the above responses may result in expulsion.**

**If you answered yes to any of the above, please describe the incident:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please include with your application:

- A copy of an official transcript from each school attended
- A brief, written explanation of class curriculum used for homeschooled students; include copies of progress reports provided by cottage schools or co-ops attended (if any were provided to you)
- The date and results (please indicate below) of the CEC math placement test (required for students wishing to take a math class at CEC)

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Results: \_\_\_\_\_

Student's Name: \_\_\_\_\_

Please list below the classes in which you wish to enroll:

\*Students may take 1-6 classes; include requested study hall periods on the schedule as well (max of 2 per day).

\*Please indicate by circling one option: **Flexible**      **Not Flexible**

\*Please indicate by circling one option: **Tuesday Only**    **Wednesday only**    **both days**

Period	Tuesday	Office Use Only	Wednesday	Office Use only
1 <sup>st</sup>	Class Title: _____ Instructor: _____	Check # _____ Amount: _____	Class Title: _____ Instructor: _____	Check # _____ Amount: _____
2 <sup>nd</sup>	Class Title: _____ Instructor: _____	Check # _____ Amount: _____	Class Title: _____ Instructor: _____	Check # _____ Amount: _____
3 <sup>rd</sup>	Class Title: _____ Instructor: _____	Check # _____ Amount: _____	Class Title: _____ Instructor: _____	Check # _____ Amount: _____
4 <sup>th</sup>	Class Title: _____ Instructor: _____	Check # _____ Amount: _____	Class Title: _____ Instructor: _____	Check # _____ Amount: _____

**Please include with this form:**

- A payment of \$400 per student **payable to Christian Educational Consortium** as the CEC yearly enrollment fee for 2022-2023 School Year (non-refundable)
- A registration payment of **\$50/class payable to the instructor** to enroll in these classes (non-refundable)
- A registration payment of **\$50/study hall payable to Christian Educational Consortium** to enroll (non-refundable). The remaining \$50/ study hall fee is due the first day of classes in August. (non-refundable)
- Signed Claims Release Form and Honor Code
- In August, during the 1<sup>st</sup> week of school, there is a class fee of \$25 per class due, as well as any lab fees included with certain classes. Please see the CEC website for specific fees, and textbooks needed for the class.

Please note: Any requested changes made to the schedule after our office has received this application will result in a \$20 processing fee, accompanied by the CEC Drop/Add Form

**Please return all forms and payments to:**

Beverly Clark, Director  
The Christian Educational Consortium  
331 S. Birchwood Ave  
Louisville, KY 40206

**Application deadline is August 1st**

Date Enrollment Fee Received: \_\_\_\_\_ Check #: \_\_\_\_\_

Student's Name: \_\_\_\_\_



## **CEC Honor Code**

2022 - 2023

I promise not to lie, cheat, plagiarize, or assist others in these actions. I will respect and follow the CEC Guidelines. Furthermore, I promise to act in word and deed in a manner to bring respect and value to the faculty, staff, and other students at the Christian Educational Consortium.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

Student's Name: \_\_\_\_\_



2022-2023

**Christian Educational Consortium**  
Release of Claim for Damages

On behalf of my student, I absolve and release the supervising teacher, the Christian Educational Consortium, and Indiana Wesleyan University from any claim for personal injuries or property loss which might be sustained by the student listed below while taking classes or on campus at the Christian Educational Consortium.

\_\_\_\_\_ has my permission to attend class under the supervision of teachers and staff at the Christian Educational Consortium.  
Student Name (please print)

\_\_\_\_\_  
Grade

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date Signed

# PHOTO RELEASE AUTHORIZATION

(for students under 18)

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

Student Name \_\_\_\_\_ Grade \_\_\_\_\_

I hereby give my permission to Christian Educational Consortium (CEC) to take and use photographs of my child for use in its publications and website. I understand that this permission constitutes a waiver of any right to inspect or approve the actual use of the picture. I do this with full knowledge and consent and waive all claims to compensation for use, or for damages.

I understand that CEC might use such photos for any number of reasons, such as:

1. Acknowledgement of student honors and achievements;
2. Participation in classes and classroom activities;
3. Participation in athletics, student organizations, student clubs, or school sponsored extracurricular activities;
4. Participation in special school-related occasions, e.g. spring dances, athletic events, senior graduation, school service projects, etc.

Please check one of the following two options and fill in the blanks after reading the above:

- Yes, I understand the content and meaning of this Authorization and I grant CEC permission to take and use photographs of my child for use in its publications and website
- No, I do not grant permission for CEC to use pictures of my child.

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_