



EVANGEL CHRISTIAN ACADEMY

ADMISSIONS PROCEDURES

The following is a list of procedures and deadlines that will guide you in applying for enrollment at Evangel Christian Academy. It is strongly encouraged to schedule a tour before starting the application process.



APPLICATION CHECKLIST

Return the information listed below to the Front Office as soon as possible. The sooner we receive a completed registration packet, the sooner we can process it for enrollment.

- Application for Admission
(Completed and signed by Student and Parent/Guardian)
- Grades 1-8: Current Report Card
- Grades 9-12: An Official High School Transcript
- Copy of Current Immunization Records
- State Certified Birth Certificate
- Policy & Handbook Agreements/ Emergency Card
- Door Card Checkout Form/ Student Info Sheet
- Enrollment Fees (Non-refundable)

TUITION

Kindergarten - 1st Grade:
\$5,750.00

2nd - 5th Grades:
\$6,900.00

6th - 7th Grades:
\$7,350.00

8th - 12th Grades:
\$7,550.00

ENROLLMENT FEES (NON-REFUNDABLE)

Registration	\$75.00
Tech Fee	\$50.00
Book Usage	\$175.00
Activity Fee	\$45.00
Library Fee	\$25.00
Security System	\$50.00
Yearbook Fee	\$55.00

TOTAL \$475.00

LAPTOP COMPUTERS COMPATIBLE WITH SCHOOL SPECIFICATIONS ARE MANDATORY FOR ALL MIDDLE AND HIGH SCHOOL SUDENTS.

OFFICE USE ONLY

NAME: _____
GRADE: _____ RECEIVED BY/DATE: _____

ADMISSIONS APPLICATION



Applying for what grade: _____

Please type or print ALL information requested.

PERSONAL INFORMATION

STUDENT'S FULL LEGAL NAME: _____
First Middle Last

STUDENT'S HOME ADDRESS: _____

CITY/STATE/ZIP: _____

STUDENT PHONE: _____ S.S NUMBER: _____

DATE OF BIRTH: _____ MALE FEMALE PLACE OF BIRTH: _____

CHURCH HOME: _____ PASTOR: _____

PREVIOUS SCHOOL: _____ ARE YOU A PREVIOUS EVANGEL STUDENT? YES NO

SIBLING INFORMATION (AS OF AUGUST 2026)

NAMES OF SIBLINGS	AGE	GRADE	CURRENT SCHOOL
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PARENT/GUARDIAN INFORMATION

PLEASE CHECK ALL APPROPRIATE BOXES: PARENTS MARRIED PARENTS DIVORCED PARENTS SEPARATED
FATHER DECEASED MOTHER DECEASED MOTHER REMARRIED FATHER REMARRIED

PARENT/LEGAL GUARDIAN'S FULL NAME: _____

E-MAIL ADDRESS: _____ SOCIAL SECURITY #: _____

CELL PHONE: _____ SPOUSE'S NAME _____

HOME ADDRESS (IF DIFFERENT FROM STUDENT) _____

CITY/STATE/ZIP: _____

EMPLOYER: _____ OCCUPATION: _____ WORK PHONE: _____

PARENT/LEGAL GUARDIAN'S FULL NAME: _____

E-MAIL ADDRESS: _____ SOCIAL SECURITY #: _____

CELL PHONE: _____ SPOUSE'S NAME _____

HOME ADDRESS (IF DIFFERENT FROM STUDENT) _____

CITY/STATE/ZIP: _____

EMPLOYER: _____ OCCUPATION: _____ WORK PHONE: _____

WHICH PARENT WILL BE RESPONSIBLE FOR RECEIVING THE MONTHLY TUITION BILL/STATEMENT?

MOTHER FATHER OTHER (SPECIFY) _____



Email Address:
info@ecanm.org



Location:
4501 Montgomery Blvd
Albuquerque, NM 87109



Phone Number:
505-883-4674

APPLICATION CONTINUED



Please type or print ALL information requested.

EMERGENCY CONTACTS

PERSONS, OTHER THAN PARENTS/LEGAL GUARDIANS, TO BE CONTACTED IN CASE OF EMERGENCY:
List two: must be local and from separate households.

NAME _____ RELATIONSHIP _____ CELL PHONE _____ WORK PHONE _____

NAME _____ RELATIONSHIP _____ CELL PHONE _____ WORK PHONE _____

INSURANCE COVERAGE/MEDICAL INFORMATION

AROUND-THE-CLOCK (24-HOUR) INSURANCE COVERAGE IS REQUIRED FOR ALL GRADES.

NAME OF INSURANCE COMPANY _____

COVERED UNDER WHO'S POLICY? MOTHER FATHER OTHER: _____

POLICYHOLDER'S EMPLOYER _____ POLICY # _____ GROUP # _____

RECOMMENDED HOSPITAL _____ DR. NAME _____ PHONE # _____

DOES THIS STUDENT HAVE ANY ALLERGIES? YES NO HAVE MEDICAL PROBLEMS? YES NO

DOES THIS STUDENT TAKE ANY MEDICATION ON A REGULAR BASIS? YES NO

IF YES, PLEASE EXPLAIN AND/OR LIST MEDICATION(S): _____

PARENT'S STATEMENT

Parents/Guardians of Student: Please give a brief, but comprehensive, statement of your reasons for sending your student(s) to a Christian School.

How did you hear about Evangel Christian Academy? (Check primary source)

Yellow Pages Radio Newspaper TV Internet
 Friend Relative Co-Worker School Sign Other: _____

GRADES 8TH - 12TH ONLY:

In order to meet all New Mexico Activities Association (NMAA) requirements, and to enable your student to play his/her desired sports for the 26/27 school year, the following information must be provided:

In what sports will this student be participating at Evangel Christian Academy: _____

Sports played during the 2025-2026 school year at your current school? (Please indicate JV or Varsity) _____

Has this student repeated any grade (8th-12th)? YES NO If so, what grade? _____

All students who transfer from another school within the State of New Mexico after the 9th grade will have to be petitioned through the NMAA by completing NMAA forms A and C.



IT IS OUR GOAL TO PROVIDE A COMPREHENSIVE PROGRAM TO ASSIST IN THE EDUCATION AND MATURITY OF EVERY CHILD SPIRITUALLY, ACADEMICALLY, AND PHYSICALLY.

APPLICATION CONTINUED



Please type or print ALL information requested.

STUDENT HANDBOOK ACKNOWLEDGEMENT

All students and parents are required to read the Student Handbook, including the "Standard of Conduct/Behavior Code," and to sign an acknowledgement of this reading. The Student Handbook is located on our website. The acknowledgement will be placed in each student's permanent file. (Exception: If student is too young to read, parent should explain in the contents as appropriate.) We expect our students to be good examples of proper Christian behavior both on and off campus. Not supporting the Student Handbook is grounds for suspension or dismissal from the school with tuition refund penalties. (See Tuition Refund Policy in the Student Handbook.)

STUDENT INITIAL _____

PARENT INITIAL _____

I, the undersigned student, take responsibility for obtaining the current Student Handbook to familiarize myself with the information contain therein, including the Standards of Conduct/Behavior Code and dress code, and agree to abide by all the rules, regulations, and standards of Evangel Christian Academy and fully understand the discipline policies for failure to comply.

STUDENT'S SIGNATURE _____ DATE _____

PARENT'S/GUARDIAN'S SIGNATURE _____ DATE _____

LIABILITY WAIVER AND PARENT RESPONSIBILITIES

I, the parent or guardian of the above/named student, give permission for him/her to participate in school-sponsored activities away from Evangel Christian Academy premises. I will inform the school by written request should I choose to keep him/her from an activity or trip.

I hereby release Evangel Christian Academy and any above representative of the school from any liability or responsibility for injuries, damages, or expenses that may occur to the above-named students arising from any school activity and I agree to indemnify and save harmless Evangel Christian Academy and any representatives of the high school against any such claim for injuries, damages or expenses made by or on behalf of said student.

By signing this form, I am giving permission for my child to ride to class activities during school hours in school-provided buses. If personal parent provided transportation is used, parent releases school from any liability associated with transportation.

I understand in signing this statement that I agree to take responsibility for obtaining the current Student Handbook to familiarize myself with the information contained therein, to accept the rules and regulations of the school as stated in the current Student Handbook, including the Standards of Conduct/Behavior Code and Dress Code for grades K-12, and will carefully review these rules, regulations, and standards with my student, as needed.

I, the parent or guardian of the above-named student, give my permission for an Evangel Christian Academy employee or designee to transport my student to a medical facility for emergency treatment.

PARENT'S/GUARDIAN'S SIGNATURE _____ DATE _____

What church do you attend? _____

Address _____ Phone _____

Pastor's Name _____ Phone _____

Does the family attend regularly? YES NO

Does at least one parent attend regularly? YES NO If only one, which one? _____

Does your child participate in the youth/children's activities? YES NO

Does the family attend Sunday School regularly? YES NO

Evangel Christian Academy admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally afforded or made available to students at the school.



"...THOSE WHO HOPE IN THE LORD WILL RENEW THEIR STRENGTH. THEY WILL SOAR ON WINGS LIKE EAGLES; THEY WILL RUN AND NOT GROW WEARY, THEY WILL WALK AND NOT BE FAINT." ISAIAH 40:31

APPLICATION CONTINUED



Please type or print ALL information requested.

POLICIES AGREEMENT

I have read the Evangel Christian Academy Handbook, found on our website or ask for a hard copy, and I agree to abide by all the policies set forth.

STUDENT INITIAL _____

PARENT INITIAL _____

I have read and agree to the Field Trip/Transportation Policy, and I give my student permission to participate in school scheduled field trips, including transportation to and from the event. I also give Evangel Christian Academy permission to obtain and receive emergency transportation and medical/dental treatment for my child, in case of an emergency.

STUDENT INITIAL _____

PARENT INITIAL _____

I have read the Media Policy, and I give permission for Evangel Christian Academy to use my student's images in print, video, and digital media. These images may be used for a variety of purposes, including but not limited to publicity, education materials, illustrations, advertising, publications, web site, yearbook, bulletin boards, etc. If I deny my child's photographs to be used, I must turn in a denial letter attached to this agreement, as well as a second copy to the school records department at the beginning of each school year. This letter must be given to a school administrator in person.

STUDENT INITIAL _____

PARENT INITIAL _____

I understand that the book usage fee provides my student with the necessary textbooks for the school year, but it does not give them the right to destroy or damage books in anyway. All books that receive a rating more than one step below the condition level it was issued when released to the student, during one school year, will require replacement at full value by the student/parent. It is the responsibility of the parent to check all textbooks the first week of school and contact the homeroom teacher, if they feel the book was issued at an incorrect rating.

STUDENT INITIAL _____

PARENT INITIAL _____

My signature indicated that I have read and agree to abide by the policies set forth by Evangel Christian Academy, as listed above

STUDENT'S SIGNATURE _____ DATE _____

PARENT'S/GUARDIAN'S SIGNATURE _____ DATE _____

DOOR CARD INFORMATION

STUDENT NAME: _____ GRADE: _____

1ST DOOR CARD #: _____

(to be filled out by office staff)

2ND DOOR CARD #: _____

(to be filled out by office staff)

By signing this page, I understand that I am fully responsible for all door cards issued to me. I also accept the responsibility of returning the door card in good condition. Failure to return door cards issued to me at the end of each year, or when my child is no longer in attendance at ECA will result in a \$25 fee per door card. I agree that returning a damaged card or need to replace a lost or stolen card will result in a \$25 fee per door card. Two door cards, or one door card and one app access, will be released per family. Any additional requests for door cards will be \$25 per card.

PARENT'S/GUARDIAN'S NAME (PRINT PLEASE): _____

PARENT'S/GUARDIAN'S SIGNATURE _____ DATE _____



Email Address:
info@ecanm.org



Location:
4501 Montgomery Blvd
Albuquerque, NM 87109



Phone Number:
505-883-4674

APPLICATION CONTINUED



Please type or print ALL information requested.

EVANGEL CHRISTIAN ACADEMY HONOR CODE

TO BE SIGNED BY EACH STUDENT AND BY THE PARENT(S)/GUARDIAN(S) OF EACH STUDENT

1. I will faithfully attend and participate in scheduled services at Evangel Christian Center or similar Bible-believing church.
2. I will strive to discover my God-given talents, to develop those abilities fully, and to devote those talents to a lifetime of learning, serving and honoring God.
3. I will not use or be associated with the use of tobacco, drugs, or alcohol and will honor God by maintaining a lifestyle of sexual purity.
4. I will refrain from the use of profanity, vulgarity, or any other type of writing, print material, electronic devices, innuendo, or conversation which is inappropriate for a Christian.
5. I will not lie, cheat, or steal, nor will I tolerate such activity.
6. I will show respect for authority and submit myself to the administration, teachers, and other staff members of Evangel Christian Academy, realizing that attendance at ECA is a privilege, not a right.
7. My dress and my appearance will not only comply with the dress code of ECA, but it will also reflect Christian modesty and values.
8. My relationship with other students will be based on the principles of Christ's love. I will show care and concern for others in my speech and my actions.
9. I will be familiar with and follow the guidelines set forth in the ECA Student Handbook, found on our website or ask for a hard copy.
10. I will follow all NMAA, APIAL, and FAF guidelines as stated in their handbook/literature.
11. I will fulfill my student contracts in all athletic and non-athletic extracurricular activities.
12. I will uphold this Honor Code for the full twelve months of the year, at school, at school activities, extracurricular activities, and outside of school.

STUDENT'S SIGNATURE _____ DATE _____

PARENT'S/GUARDIAN'S SIGNATURE _____ DATE _____



**"FOR THOSE WHO ARE LED BY THE SPIRIT
OF GOD ARE THE CHILDREN OF GOD."
ROMANS 8:14**

APPLICATION CONTINUED



Please type or print ALL information requested.

STUDENT EXPECTED BEHAVIOR

I, _____, a student in good standing at Evangel Christian Academy, do hereby recognize that by signing this form, I agree to all rules set forth by the Administration of ECA. I will abide by these rules written in the ECA Handbooks and any rules expressed by the ECA Administration, teachers, coaches, staff, or adult chaperones assigned to a trip. I have read the ECA Travel Policy for Student Trips, and I understand that I am responsible for my actions and will therefore be held accountable for those actions, should I choose to disobey. I understand that these rules are for my safety and for the safety of my fellow students. I will always do my best to display a Christ-like attitude and will represent my school proudly in order to be a Christian example, as the Bible directs.

STUDENT'S SIGNATURE _____ DATE _____

PARENT'S/GUARDIAN'S SIGNATURE _____ DATE _____

BEFORE AND AFTER CARE, FRIDAY CARE, AND HOLIDAY CARE ACKNOWLEDGEMENT

We offer Before (starting at 6:30am) and After (ending at 6:00pm) School Care, as well as Friday and some Holiday care services, for ages 5 through 12 years old. By signing below, you acknowledge the \$10 per minute per student late charge for picking up after 6:00pm (not covered by ECECD state contracts).

To avoid incurring a fee for Before, After, Friday, and Holiday Care, you can apply for an ECECD free for all Universal Childcare contract through the state for Wrap Around Care. Once approved by the state, you could qualify for a discount towards your child's monthly tuition.

PARENT'S/GUARDIAN'S NAME (PRINT PLEASE): _____

PARENT'S/GUARDIAN'S SIGNATURE _____ DATE _____



Email Address:
info@ecanm.org



Location:
4501 Montgomery Blvd
Albuquerque, NM 87109



Phone Number:
505-883-4674

APPLICATION CONTINUED



Please type or print ALL information requested.

K - 5TH GRADE STUDENT STANDARD OF CONDUCT

STUDENT'S NAME _____ DATE _____

The student's attitudes, conversation, behavior, and dress reflect the character of the institution from which he/she derives his/her training program, which must set high standards in obedience to God's Word.

Are you a believer in Jesus Christ as your Savior? YES NO

At what age did you ask Christ into your life? _____ Describe the experience: _____

Do you attend public worship services regularly? YES NO

If so, where? _____ Pastor's Name: _____

Have you ever been suspended or expelled? YES NO If yes, explain the circumstances: _____

Have you ever attended a reform school, boys/girls ranch, or other corrective institution? YES NO

If yes, explain the reason for which you were sent: _____

Have you ever run away from home? YES NO If yes, explain the circumstances including how long: _____

Do you really want to come to Evangel Christian Academy? YES NO Why? _____

STUDENT/PARENT OR GUARDIAN PLEDGE OF GENERAL POLICY

Students are expected to abide by the standard of conduct outlined in the school handbook (found on school's website or ask for a copy), consent forms, application forms, and registration forms throughout their enrollment at Evangel Christian Academy, whether at home, in school, or elsewhere. Students, parents or guardians found to be out of harmony with the school's Biblical doctrines and philosophy of work and life may be asked to withdraw whenever the administrator determines it to be in the best interest of the student, parent or guardian, the school, or its staff.

As a student, parent or guardian in this Christian school, I pledge to uphold the Student Standard of Conduct, as required by Evangel Christian Academy. Further, I will strive to be of the unquestionable character in dress, conduct, and all other areas of life. In all areas of my life, I will strive to abstain from all "appearances of evil" (1 Thessalonians 5:22).

As a student, parent or guardian, I agree to support all the above standards of conduct and other regulations expected of each student and their families enrolled in this school. While enrolled in this school, I, the undersigned student, parent or guardian, will not give the impression to students, parents, or faculty that I am not in harmony with the goals, aims, and standards of Evangel Christian Academy.

STUDENT'S SIGNATURE _____ DATE _____

PARENT'S/GUARDIAN'S SIGNATURE _____ DATE _____



"REJOICE ALWAYS, PRAY CONTINUALLY, GIVE THANKS IN ALL CIRCUMSTANCES; FOR THIS IS GOD'S WILL FOR YOU IN CHRIST JESUS...REJECT EVERY KIND OF EVIL."

1 THESSALONIANS 5:16-18, 22

APPLICATION CONTINUED



Please type or print ALL information requested.

6TH - 12TH GRADE STUDENT STANDARD OF CONDUCT

STUDENT'S NAME _____ DATE _____

The student's attitudes, conversation, behavior, and dress reflect the character of the institution from which he/she derives his/her training program, which must set high standards in obedience to God's Word.

Are you a believer in Jesus Christ as your Savior? YES NO

At what age did you ask Christ into your life? _____ Describe the experience: _____

Do you attend public worship services regularly? YES NO

If so, where? _____ Pastor's Name: _____

Have you ever been suspended or expelled? YES NO If yes, explain the circumstances: _____

Have you ever attended a reform school, boys/girls ranch, or other corrective institution? YES NO

If yes, explain the reason for which you were sent: _____

Do you smoke? YES NO Do you drink alcoholic beverages? YES NO

Do you use or have you ever used narcotics (drugs)? YES NO If yes, what type? _____

Have you ever run away from home? YES NO If yes, explain the circumstances including how long: _____

Do you really want to come to Evangel Christian Academy? YES NO Why? _____

STUDENT/PARENT OR GUARDIAN PLEDGE OF GENERAL POLICY

Students are expected to abide by the standard of conduct outlined in the school handbook (found on school's website or ask for a copy), consent forms, application forms, and registration forms throughout their enrollment at Evangel Christian Academy, whether at home, in school, or elsewhere. Students, parents or guardians found to be out of harmony with the school's Biblical doctrines and philosophy of work and life may be asked to withdraw whenever the administrator determines it to be in the best interest of the student, parent or guardian, the school, or its staff.

As a student, parent or guardian in this Christian school, I pledge to uphold the Student Standard of Conduct, as required by Evangel Christian Academy. Further, I will strive to be of the unquestionable character in dress, conduct, and all other areas of life. In all areas of my life, I will strive to abstain from all "appearances of evil" (1 Thessalonians 5:22).

As a student, parent or guardian, I agree to support all the above standards of conduct and other regulations expected of each student and their families enrolled in this school. While enrolled in this school, I, the undersigned student, parent or guardian, will not give the impression to students, parents, or faculty that I am not in harmony with the goals, aims, and standards of Evangel Christian Academy.

STUDENT'S SIGNATURE _____ DATE _____

PARENT'S/GUARDIAN'S SIGNATURE _____ DATE _____



"REJOICE ALWAYS, PRAY CONTINUALLY, GIVE THANKS IN ALL CIRCUMSTANCES; FOR THIS IS GOD'S WILL FOR YOU IN CHRIST JESUS...REJECT EVERY KIND OF EVIL."

1 THESSALONIANS 5:16-18, 22

OFFICIAL RECORDS REQUEST



Please type or print ALL information requested for the purpose of requesting *official* transcripts, test scores, etc. from your current school.

Dear Registrar:

I hereby request that you forward the following student's official transcripts, report cards, and test scores to Evangel Christian Academy.

PARENT'S/GUARDIAN'S SIGNATURE

DATE

PREVIOUS SCHOOL INFORMATION

SCHOOL LAST ATTENDED: _____

STREET ADDRESS: _____

CITY/STATE/ZIP: _____

SCHOOL PHONE NUMBER: _____

STUDENT INFORMATION

STUDENT'S FULL LEGAL NAME: _____
First Middle Last

STUDENT'S HOME ADDRESS: _____

CITY/STATE/ZIP: _____

STUDENT'S DATE OF BIRTH: _____ GRADE LEVEL: _____

For Office Use Only

I certify that I have witnessed and reviewed the original Birth Certificate for

D.O.B. _____

Administrator Signature



Email Address:
info@ecanm.org



Location:
4501 Montgomery Blvd
Albuquerque, NM 87109



Phone Number:
505-883-4674