WINTER HAVEN ADVENTIST ACADEMY
AN ACCREDITED SEVENTH-DAY ADVENTIST CHRISTIAN SCHOOL
PO Box 7169 ~ Winter Haven, FL 33880 ~ (863) 299-7984

Admissions & Enrollment Checklist

Required application materials for prospective student registration

ACADEMIC YEAR: _____

STUDENT FULL NAME	GRADE APPLYING FOR	DATE OF APPLICATION
PARENT / GUARDIAN NAME(S)	**CONTACT PHONE**	**PARENT EMAIL ADDRESS**

Instructions for Parents: Please gather all required documentation listed below. An application file is considered complete and eligible for admissions committee review only after all records and completed enrollment forms have been received.

TO-DO LIST: REQUIRED DOCUMENTATION

Check when ready

- [ ] **Copy of Last Report Card**
  You may have the former school send official academic records directly to our office.
- [ ] **Copy of Most Recent Standardized Test Scores and/or I.E.P.**
  Required if applicable to your student's prior educational placement.
- [ ] **Copy of Official Birth Certificate**
  Government-issued copy verifying full legal name and date of birth.
- [ ] **Updated Immunization Record**
  Florida Certification of Immunization (DH Form 680) or state-approved medical exemption.
- [ ] **Most Recent Physical Examination Record**
  School Entry Health Examination (DH Form 3040) completed within the last 12 months.
- [ ] **Download, Complete, and Submit the Forms Below:**
  - [ ] Student Enrollment Application Form
  - [ ] Financial Agreement & Tuition Form
  - [ ] Emergency Contact & Medical Release
  - [ ] Authorization for Release of Records

HOW TO SUBMIT YOUR COMPLETED PACKET

By Mail / In Person: Winter Haven Adventist Academy, PO Box 7169, Winter Haven, FL 33880
Office Inquiries: (863) 299-7984

FOR OFFICE ADMINISTRATION USE ONLY

Date Rec'd: _____ Staff Initials: _____
Status: [ ] Complete [ ] Pending Docs