

Application and Registration Process – 2018-2019

Our application process is structured to encourage the best possible learning outcomes for your child. This means we fully assess all applicants to ensure class composition is appropriate for every grade. We call this a “wait pool” system.

Your application must pass Step One, Two and Three of the application process to be deemed “accepted.” Once your application is deemed “accepted,” you will be asked to complete Step Four. Upon completion of Step Four, your registration for the school year is confirmed.

Application Schedule

Feb. 1-14, 2018

Step One – Apply

- Submit your application, fee and documents to the office
- MRCS will review your application for completeness

Criteria Reviewed

- Application is complete
- Pastor's letter received
- All fees collected
- MRCS has identified potential space in the classroom(s)

Feb. 19, 2018

Update on your Application

- MRCS will notify you by phone or email to let you know the status of your application and confirm the next steps

Feb. 20 – Mar. 2, 2018

Step Two – Placement Assessment (Kindergarten to Grade 12)

- MRCS will schedule a placement assessment
- Your application fee is cashed and is non-refundable

Criteria Reviewed

- MRCS will confirm that we have capacity to provide any and all assistance required for your child(ren)
- MRCS will confirm that the class composition and size will be a beneficial learning environment for your child

Mar. 5 – 29, 2017

Step Three – Interview (Kindergarten to Grade 12)

- MRCS will schedule an interview with both parents and the Principal

Criteria Reviewed

- MRCS will discuss Christian education to ensure an understanding of what this means, the school's mission, vision, your statement of faith and your church involvement

Apr. 5, 2018

Update on your Application

- MRCS will notify you by phone or email to let you know if your application has been accepted
- For accepted applications, you will be invited to complete Step Four of the registration process

Apr. 5, 2018

Step Four – Confirmation of Enrolment

- Submit your final paper work including Membership Application, Tuition Payment Policy, etc. to the office

Application Q&A

Q: Do I need to line up early and submit my application before other families?

A: No. We process applications using a **wait pool**—not a wait list.

Q: How does a “wait pool” work?

A: We gather all the applications submitted and assess them individually.

Q: What are some of the criteria MRCS looks for in new applications?

A: We assess the application in the context of class size, class composition, the pastor’s letter, church involvement and the family’s commitment to Christian education.

Q: When will I know if my child has been accepted into MRCS?

A: We will review all applications carefully. Our goal is to inform parents by April 5, 2018.

Q: Do you accept children that require an individual learning plan?

A: Yes. Applications with all documentation must be submitted between February 1 to March 31, 2018.

Q: Will you be accepting applications after February 14, 2018?

A: Yes, but space is limited.

Q: When does my application fee get cashed?

A: If we proceed with your application to the Placement Assessment (Step 2), MRCS will cash your application fee. This does not guarantee acceptance into MRCS.

Q: Who can I contact with questions?

A: Please contact our registrar, Yvonne Cramer at y.cramer@mrccs.ca