

# APPLICATION FOR ADMISSION

## YEAR ROUND PROGRAMS

- Full Day Toddler - Grade 8
- Half Day Toddler Ages 2-3 (8:00am-12:00pm)
- Half Day PK3/PK4 (8:00am-12:00pm)

## SEASONAL PROGRAMS

- Full Day Toddler - Grade 8
- Half Day Toddler Ages 2-3 (8:00am-12:00pm)
- Half Day PK3/PK4 (8:00am-12:00pm)

\* **Toddlers must be 2 years old by September 1**  
\* **PK3 Must be 3 years old by September 1**

**\*INDICATE PROPOSED DATES OF ENROLLMENT:**

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### \$175 Fee Due with All Applications

Check Enclosed     Send Digital Invoice    Email Address: .....

Name ..... / .....  
(FIRST) (MIDDLE) (LAST) (PREFERRED)

Application for Grade ..... Date of Projected Entrance (month/year) ..... Male  Female

Age ..... Date of Birth ..... Birthplace ..... Citizenship .....  
(MONTH/DAY/YEAR) (CITY/STATE)

Father's Full Name .....

Mother's Full Name .....

Home Address .....

Home Address .....

(CITY/STATE/ZIP)

(CITY/STATE/ZIP)

Email .....

Email .....

Telephone (.....).....

Telephone (.....).....

Occupation .....

Occupation .....

Job Title .....

Job Title .....

Name of Firm .....

Name of Firm .....

Business Address .....

Business Address .....

(CITY/STATE/ZIP)

(CITY/STATE/ZIP)

Telephone (.....).....

Telephone (.....).....

How did you hear about The Academy? .....

Are parents separated? Yes  No  If yes, who has legal custody .....

With whom does student live? .....

Please indicate if applicant has siblings attending The Academy at Ocean Reef: .....

Will other siblings be applying to The Academy at Ocean Reef in the future? .....

Are the parents:  ORC members     Anglers Club members     ORC associates     ORCA employees

Employed at a business in ORC community

Relatives who are members or residents of The Ocean Reef Club or Key Largo Anglers Club:

Name	Address	Relationship to Applicant
.....	.....	.....
.....	.....	.....

Please attach a small recent photograph.  
(Optional with application; required  
if accepted.)

List significant school or community activities in which the applicant has been involved (athletic, artistic, literary, youth groups, etc.) or special talents which applicant possesses: (Please use additional page if necessary)

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.....  
.....

**Applicant's Present School** ..... **Current Grade** .....

**Principal/Guidance Counselor** ..... **Telephone** (.....).....

**School Address** .....  
(STREET) (CITY) (STATE/ZIP)

Please check one: Independent  Parochial  Public

Is applicant eligible to return to present school? Yes  No  Years Attended .....

Has any disciplinary action been taken by the current school? Yes  No  If yes, please explain:

.....  
.....

Please list all schools attended for the previous three years:

- 1. .... Dates Attended ..... Grades .....
- 2. .... Dates Attended ..... Grades .....
- 3. .... Dates Attended ..... Grades .....

**Please submit the most recent school report card.**

**Learning Challenges:**

Has the applicant had a professional educational diagnostic evaluation? Yes  No

(If yes, please include a copy of the evaluation report) Any additional learning challenges you would like to make us aware of?

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If the applicant has special health problems, a specific learning disability, or emotional or behavioral problems which could have a bearing on the student's performance in a demanding educational program, please detail relevant information in confidence in a separate letter to the Head of School.

**Are you applying for Financial Aid? Yes  No**

If yes, please visit [oracademy.org/admissions](http://oracademy.org/admissions) to complete a FAST financial aid application.

Limited opportunities are available for financial aid and/or Merit based scholarships for full-time students in grades Toddler-8.

If you are in the process of moving to this area, please give your mailing address for all admissions correspondence:

.....  
(STREET) (CITY) (STATE/ZIP)

Telephone at this address (.....).....

## Bathroom Training Policy (for 3-4 years old only)

PK3/PK4 children enrolled in The Academy at Ocean Reef must be fully bathroom trained before enrollment. Your adherence to this policy helps ensure a positive learning environment for your child and the other children in their class.

In order for your child to be enrolled at The Academy at Ocean Reef, he or she must be fully bathroom trained. A child is considered to be bathroom trained if he or she:

- Can tell the teacher he/she needs to go to the restroom.
- Is able to go to the restroom on his/her own. This includes being able to remove clothing, sitting on the toilet, wiping himself/herself, putting clothing back on, flushing the toilet, and washing and drying his/her hands.
- Is aware of the need to use the toilet without reminders from the teachers (although, teachers do make requests of children at various times of the day).
- Will not be in diapers or pull-ups at all. He/she must be in underwear.

If a teacher is spending their time with bathroom accidents, it disrupts the learning environment for the other children in the classroom.

We are mindful that accidents occur from time to time, and for that reason we ask that you keep a change of clothing at school.

However, if your child has bathroom accidents on a consistent basis while they are in school, we do not consider your child to be fully bathroom trained and we will have to consider withdrawing your child from The Academy at Ocean Reef.

I (we) have read and understand the policy of The Academy at Ocean Reef on bathroom training and will comply with the guidelines as stated above.

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed name of Parent or Guardian

\_\_\_\_\_  
Relationship

## Conditions and Terms of Agreement

I understand and agree to the following conditions of admission:

1. Admission to The Academy at Ocean Reef is competitive and is based on an applicant's ability to succeed academically and to contribute to the school. The Admissions Committee attempts to make a fair decision in every case. When submitting an application to The Academy at Ocean Reef, parents should understand that the decision of the Admissions Committee is made with the best interests of each candidate as the primary concern.
2. The Admissions Committee will not consider the application until this application is completed and submitted with the signature as indicated below, and the nonrefundable **application fee of \$175 has been paid.**
3. The Academy at Ocean Reef's acceptance of an applicant for the next school year is contingent upon successful completion of the applicant's current grade.
4. Within ten days of notification of acceptance, applicants must return the completed enrollment contract with the non-refundable tuition deposit stated in the contract. This deposit is applied directly to the total tuition and cannot be refunded except under the conditions stated on the contract.
5. A vital part of The Academy at Ocean Reef's mission is the development of character and social responsibility, therefore, each student's conduct, both at school and in the community, concerns the school. Conduct or attitudes which the faculty and administration consider seriously detrimental to other students or to the school may be considered grounds for dismissal.
6. A student's success and happiness in the school environment depends greatly upon positive parental support of school policies. Your cooperation and support are necessary and expected.

Date ..... Signature of Parent or Guardian .....

Relationship ..... Print name of Parent or Guardian .....

The Academy at Ocean Reef admits students regardless of race, religion, color, creed, ethnicity, national origin, gender, gender identity, sexual orientation, or disability who possess the motivation, ability, and character to succeed in our School community. The Academy at Ocean Reef does not discriminate against students, parents, or employees on the basis of race, religion, color, creed, ethnicity, national origin, gender, gender identity, sexual orientation, or disability in the administration of its educational policies, admission policies, financial aid program, or athletic and other School-administered programs.

*The Academy at Ocean Reef is accredited by The Florida Council of Independent Schools (FCIS), and is a member in good standing in The National Association of Independent Schools (NAIS)*

### The Academy at Ocean Reef

395 South Harbor Drive Key Largo, FL 33037

Office 305-367-2409 Toll Free 1-877-201-9503 Fax 305-367-2055

Email: [admissions@oracademy.org](mailto:admissions@oracademy.org)