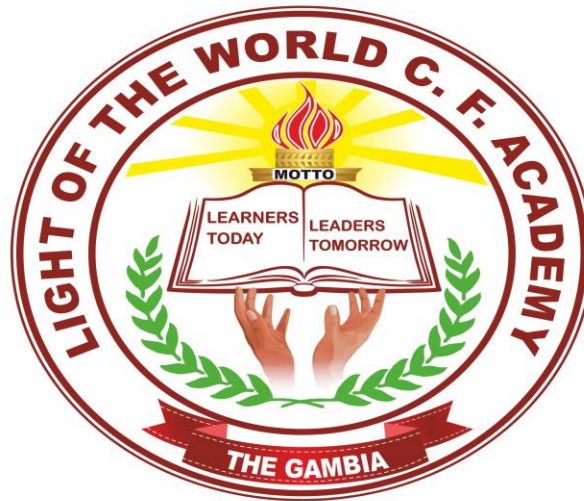


LIGHT OF THE WORLD CHRISTIAN FELLOWSHIP ACADEMY,

LAMIN KEREWAN, the GAMBIA

MOTTO: LEARNERS TODAY, LEADERS TOMORROW



ENROLLMENT PACKET 2021

***Submit all payments to Guaranty Trust Bank
A/C # 201-122425-1-1-0***

Admissions Checklist

- ☐ Application / Registration Card
- ☐ Emergency Information
- ☐ Medical Form
- ☐ Financial Agreement
- ☐ Advance Fees

VISION STATEMENT

The vision at Light of the World Christian Fellowship Academy is to prepare and motivate our students in the Gambia for a rapidly changing world by instilling in them critical thinking skills, a global perspective, and a respect for core values of honesty, loyalty, perseverance, and compassion. Students will have success for today and be prepared for tomorrow.

MISSION STATEMENT

Light of the World Christian Fellowship Academy's staff, parents, and community are dedicated to the intellectual, personal, social, and physical growth of students. Our highly qualified staff recognizes the value of professional development in order to rigorously challenge students. Our teaching practices are both reflective and responsive to the needs of our students. Through diversified experiences, our students discover their potential, achieve readiness for college and careers, and succeed in a safe and caring environment.

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A Word from our General Overseer and Founder



**Apostle Dr. Randolph &
Lady Hawa Stanley, RN
General Overseer/Founder
LOWCF International
Ministries**

The choice of where to enroll your student is a very important and sometimes difficult decision. You want your student to receive the best possible education. But does that mean going to a public or private school? Is a private or Christian school worth the sacrifice financially? Is Christian education really that important anyways?

A Christian education is vital for our young people. The Bible says in Proverbs 1:7, “The fear of the Lord is the beginning of knowledge...” The true beginning of education is an understanding of the order that God has placed in our world. From this brings an understanding of the laws of science, math, and even language.

I am a product of Christian education. I went to Christian school from preschool through college graduation. I personally received the benefits of being challenged with the high academic standards of a private school while learning to view life through a biblical worldview. Now as an educator, I carry the passion to impart the same thing to all my students.

My goal for each of our students is for them to leave our school with the ability to be godly, functioning members of society. I want them to be fully equipped for the direction that God has for their lives. This means that our school will prepare them academically. We will teach them about character and godly lifestyles. They will learn the benefits of diligence and hard work.

I hope that we could partner with you in the education of your student. Please know that we will be praying with you as you make this important decision.

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Parent/ Teacher Communication

We view Christian education as a team effort. The value of education begins at home. Involved and informed parents are an essential element of a well-educated student. The Christian school is a resource for parents that facilitates the learning process. Just as a dentist helps with your child's dental needs and a physician their physical needs, the teacher helps with your child's educational needs. Just as parents and medical practitioners communicate concerning a child's physical health, we believe that parents and teachers share an obligation to communicate concerning your child's educational health.

Orientation Meetings

Each year begins with a Parent/Teacher/Student orientation. This is the first contact of the year after enrolling your children in LOWCFA. You will meet teachers and learn of changes, policies, opportunities and expectations. This is the perfect time to get acquainted with your child's learning environment as well as meet other parents and students of LOWCFA. Attending the orientation is the first step in establishing good communications with your student's teachers.

Online Communication

Advancing technology has made communications more effective and efficient. Did you have a question that arose in the middle of the night or perhaps during the school day when the teacher is unavailable? Email is the answer. Just shoot a quick email to the teacher and they can respond the next school day.

Our online grading system that is coming soon will allow you to check on your student's progress any day of the week at any time of the day. Email alerts may notify you immediately whenever your child falls below an expected standard.

Parent/Teacher Conferences

Parent/Teacher conferences are scheduled with each family to insure proper communication and awareness. However, teachers are available after school to answer any general questions and special conferences can be set up at any time to discuss your child's personal needs.



*Our Dance Team at LOWCF
International, Kenya*

Tuition and Fees

This is one area in which we are proud to be **well below average!** In fact, our tuition is less than half of the lowest national average. We desire for Christian education to be affordable. Our church, the Light of the World Christian Fellowship International, provides resources that permit us to offer a private, Christian education at a price you can afford. Our teachers serve as missionaries in Christian education, accepting salaries far below the average because they care about making a difference for today's families.

Tuition-FIRST TERM

Child**	Term Tuition	Monthly Payment
Nursery 1	GMD 3,000	GMD 1,000
Nursery 2	3,000	1,000
Nursery 3	3,000	1,000
Pre-Nursery	3,000	1,000

Tuition-SECOND AND THIRD TERM

Child**	Term Tuition	Monthly Payment
Nursery 1	GMD 1,950	GMD 650
Nursery 2	1,950	650
Nursery 3	1,950	650
Pre-Nursery	1,950	650

Fees

Registration Fee	Books/Materials	Technology Fee
GMD 200	N/A	N/A

First month's tuition and fees are due by the start date of class. Payments on the 12-month plan end on August 15th of each year.

**We will issue a uniform and badge upon successful payment of the first term fees

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Application for Enrollment

Student Information

Date: / /

First	Middle	Last
Enrollment Year	Age	DOB
enrollment		Grade at time of
Cell Phone	Home Phone	
Email Address		
Street Address	City	State
		Zip

Father's Information

First	Middle	Last
Cell Phone	text y/n	Home Phone
Email Address		
Street Address	City	State
		Zip
Employer		

Mother's Information

First	Middle	Last
Cell Phone	text y/n	Home Phone
Email Address		
Street Address	City	State
		Zip
Employer		

Previous Schools Attended

School Name			
Grades Attended	Start Date	End Date	
Address	City	State	Zip
Phone	Fax		
Website			

Previous Schools Attended

School Name			
Grades Attended	Start Date	End Date	
Address	City	State	Zip
Phone	Fax		
Website			

Previous Schools Attended

School Name			
Grades Attended	Start Date	End Date	
Address	City	State	Zip
Phone	Fax		
Website			

Home Church Information

Although church attendance is strongly encouraged, it is not required to enroll in LOWCFA.

Church Name			
Address	City	State	Zip
Pastors Name		Church Phone	
Pastor's Email			
How long have you attended?		How frequently do you attend?	

How did you hear about LOWCFA? ☐ Recruiter ☐ Billboard ☐ Newspaper ☐ Church Friend ☐ Walk-in ☐ Recruiter name _____ ☐ Other _____

☐ I intend to communicate clearly with my student's teachers and the administration concerning my student's grades and behavior.

☐ I understand that it is a privilege, not a right, to attend Light of the World Christian Fellowship Academy. With this in mind, students must conduct themselves in a manner becoming a Christian at all times.

☐ I understand that all new students are admitted on probation for the first nine weeks.

☐ I understand that the Lord Jesus Christ expects us to be disciplined in all areas of life.

☐ I have read the Student Handbook paying special attention to all bold typed changes from any previous handbooks.

☐ I understand the rules and policies in the Handbook and as a parent and give Light of the World Academy faculty permission to carry out any disciplinary action in the afore mentioned handbook they deem necessary for my student.

☐ I will work cooperatively with the school whenever disciplinary procedures are deemed necessary.

☐ I will pay my tuition and fees in a timely manner to Guaranty Trust Bank A/C # 201-122425-1-1-0 and will communicate with the administration if there is any reason for delay in my payments.

Name	Relationship	Date
Name	Relationship	Date

Medical Release

I give permission for LIGHT OF THE WORLD CHRISTIAN FELLOWSHIP ACADEMY to seek appropriate medical care for my child in the case I cannot be reached. This includes calling EMERGENCY or taking them to the hospital if necessary.

Should an emergency arise, it is understood that a conscientious effort will be made to locate, in order; all persons listed as emergency contacts on the registration form, before emergency action is taken.

I agree to provide a copy of my child's IMMUNIZATION records to LOWCFA.

I agree that any expenses of emergency treatment, care and transportation are my financial responsibility.

Medical Information

Student Name	Age
Personal Physician	Phone
Allergies	
Insurance Provider	
Policy Number	

Emergency Numbers

Emergency Number 1	Name	Father
Emergency Number 2	Name	Mother
Emergency Number 3	Name	Home
Emergency Number 4	Name	Relationship
Emergency Number 5	Name	Relationship
Emergency Number 6	Name	Relationship
Emergency Number 7	Name	Relationship
Emergency Number 8	Name	Relationship

Comments:

Signature of Parent/Guardian

Date

Records Request

Attention Records Department

School Name

Fax

I _____ grant permission for you to release the all records for the student listed below to Light of the World Academy, Methi, Kenya. Please be sure to include at all of the following as applicable.

_____ permanent record (educational)
_____ standardized test scores
_____ health

_____ special service data
_____ psychological tests
_____ all PII

Student

Dates Attended

Authorizing Signature

Relationship

Date

Address

City

State

Zip

FOR OFFICE USE ONLY

Date data released _____ by _____
Date data released _____ by _____

Please send this information to: **Light of the World Academy**
PO Box 4652
Bakau, The Gambia

Additional Comments: **Remit all payments to Guaranty Trust Bank A/C # 201-122425-1-1-0**

Pick-up Permission Form

Please note: Only those persons listed on this form are granted permission to pick-up your student from Light of the World Academy. Any alterations for this list must be made, dated and initialed by the Parent/Guardian.

The persons listed below have my permission to pick-up my student from Light of the World Academy.

Signature of Parent/Guardian

Date

Name	Relationship	Phone
Name	Relationship	Phone
Name	Relationship	Phone
Name	Relationship	Phone
Name	Relationship	Phone

Photography/Video Agreement

I understand that a photographer or videographer from Light of the World Christian Fellowship Academy may take a picture with my student (listed below) in it, either individually or in a group.

I further understand that these pictures, whether in print or online, may be used in future brochures, videos, or other publications of Light of the World Academy or its affiliate corporations.

Students Name

Signature of Parent/Guardian

Date

Binding Arbitration Agreement

SECTION 1 - SUBMISSION TO ARBITRATION

Believing that lawsuits between believers are prohibited by Scripture, all who place their children in the Light of the World Academy agree to submit to binding arbitration any matters which cannot otherwise be resolved, and expressly waive all rights in law and equity to bringing any civil disagreement before a court of law, except that judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof.

SECTION 2 - NOTICE OF ARBITRATION

In the event of any dispute, claim, question, or disagreement arising out of or relating to this school handbook or other school matter, the parties shall use their best efforts to settle such disputes, claims, questions, or disagreement as befits Christians. To this effect, they shall consult and negotiate with each other in good faith and, recognizing their mutual interests not to disgrace the name of Christ, seek to reach a just and equitable solution. If they do not reach such solution within a period of sixty (60) days, then upon notice by either party to the other, disputes, claims, questions, or differences shall be finally settled by arbitration as described in section 1, above, and such Procedures for Arbitration as are adopted pursuant to Section 3, below.

SECTION 3 - LIMITATIONS ON ARBITRATION DECISIONS

The Procedures for Arbitration shall be as adopted by the school board.

(Date) (Parent/Legal Guardian or Applicant)

(Date) (Parent/Legal Guardian or Applicant)

(Date) (Accepted by the Church)

Admission

All applicants for admission to Light of the World Academy must obtain an application for admission. Initial acceptance of new students is **probationary for the first semester**. As a ministry of Light of the World Christian Fellowship International, the school reserves the right to establish and maintain its own standards for student conduct and dress. Students are expected to make acceptable progress both spiritually and academically, to abide by the school rules and guidelines, and to conduct themselves in a manner consistent with the policies and practices as established by the administration. **Students who consistently violate the letter and spirit of the rules and guidelines may be asked to withdraw from school.** Light of the World Academy makes no distinction in the admission of students based upon race, gender, nationality, or ethnic culture. As a private Christian institution, admission to Light of the World Christian Fellowship Academy is a privilege rather than a right. This privilege may be forfeited, and enrollment terminated should a student, new or returning, fail to meet his or her responsibilities as a student at Light of the World Christian Fellowship Academy.

By signing these documents, I am stating that I have read and do understand the rules and guidelines set forth in this student handbook. I am willing to follow these guidelines in letter and in spirit.

This document must be signed by the Parents on behalf of the students.

Signature of Parent Date

Signature of Parent Date

Signature of Student Date

Signature of Student Date

Signature of Student Date

Signature of Student Date