



Dear Parents,

Thank you for expressing interest in CornerStone Preparatory School. We offer a distinctly different education for kindergarten through 12th grades. What makes us distinctly different is our ability to offer a high-quality education through the lens of a Biblical worldview which prepares our students for college, career, and life. It is our hope that students who graduate from Cornerstone Prep will develop exemplary character strengths, be ready to succeed in whatever path they choose in life, and fully contribute to our community. The criteria for admittance is multi-faceted and based on academic performance, personal qualifications, and a family interview. All information gleaned from the applicant's admission file is carefully considered when making an admissions decision. CornerStone is sincerely concerned for the proper placement of each child and whether or not we have the resources available to help them succeed. If you have any questions, please feel free to call us at (270) 841-7540. We look forward to meeting you.

CornerStone Preparatory School Administrative Team  
[info@cornerstone-prep.com](mailto:info@cornerstone-prep.com)

### **Application Procedures**

**Step One:** Complete and submit the application packet along with all supporting documents (Social Security Card, Birth Certificate, and updated Kentucky Immunization Certificate).

**Step Two:** CornerStone Prep will send teacher recommendation forms to the child's current school along with a request for student records including transcripts, attendance records, behavior records, and standardized test scores.

**Step Three:** After receiving all documents, CornerStone Prep will arrange for any necessary placement testing and a family interview.

**Step Four:** Family will be notified by letter of student acceptance or denial of admission.

All of the above documentation and interview must be on file before a student can begin school. When all are received, the admissions committee will review the information and determine the student's eligibility.

## **CSPS Admissions Policy**

The criteria for admittance is multi-faceted and based on academic performance, personal characteristics, and a family interview. All information gleaned from the applicant's admission file is carefully considered when making an admissions decision. CornerStone is an outreach school that accepts students regardless of parental faith assuming parental consent to Biblical teachings integrated into all school programs.

The admissions committee selects students who they feel would benefit the most from the style of educational program we offer, with academics taught from a biblical worldview. Each student admitted must maintain academic and disciplinary standards or the student will be asked to leave CornerStone Preparatory School. We reserve the right to deny entrance to any student if, in the opinion of the administration, it is in the best interest of the school and the student.

We desire to educate as many young people as possible, but we are not presently equipped to handle those with severe academic or disciplinary problems or learning disabilities. Students with diagnosed learning difficulties may be admitted with supporting documentation, depending on resources available to accommodate their needs. We strive to meet individual student learning needs through differentiated instruction; however, we may not be able to accommodate all differences. If necessary, we can make referrals to professional counseling and/or testing programs if we are unable to meet a student's needs.

CornerStone Preparatory School makes no distinction in its admission or school policies regarding an individual student's race, color, or national and ethnic origin. Admission decisions are at the sole discretion of CornerStone Preparatory School.

Attending CornerStone Prep is a privilege, and in order to fulfill our mission, expectations for admission include the following:

- Positive character reference for student from recent classroom teacher (K-5) or math and English teachers (6-12)
- Current record of average to above average grades (primarily 'A' and 'B') in every subject (under most circumstances, CornerStone accepts only students performing at grade level or above).
- Current achievement test results indicating on or above grade level performance in every subject\*\*
- Current record of consistent timeliness (tardies) and attendance (absences) not due to illness or other extenuating factors
- Consistent positive behavior as noted on reference forms and student records with no suspensions or expulsions within one year of the date of action. Behavior infractions will be evaluated on a case by case basis and may require additional documentation, and does not guarantee admission. In general, students who have been expelled or asked to leave

other schools will not be admitted to CornerStone Preparatory School. Such students must wait at least one year and compile a good disciplinary and academic record before their application will be considered.

- Courteous and polite behavior
- Honor and respect demonstrated towards authority
- A teachable spirit and genuine desire to learn and grow socially and academically
- A respect for God's word and a willingness to be taught in a manner that acknowledges the Lordship of Christ over creation
- A growing ability to admit and accept responsibility for wrongs committed
- Supportive and engaged parents who have maintained healthy relationships with the administration and teachers at the student's present school
- Parents who embrace the need for students to become active, independent learners in an age-appropriate fashion
- Parental consent to Biblical teachings integrated into all school programs
- Parents who agree to the discipline and overall program of the school as outlined in the Student/Parent handbook.

\*\*Students entering Kindergarten will be screened to assess language and literacy development, number concepts, motor skills, and social development. In most cases, students must score at or above the cutoff score of 70 on the Brigance III Kindergarten Readiness Screen.

If students entering grades 1-2 do not have the results of a nationally normed standardized test taken within the last twelve months, they must complete entrance testing to determine admissibility or placement.

Students in grades 3-12 must submit, either separately or in prior student records, the results of a nationally normed standardized test taken within the last twelve months (e.g. KPREP, Iowa Assessments, ACT, Terra Nova). In most cases, students must score at or above average in percentiles or grade level equivalent or "meets" or "exceeds" or "proficient" or "distinguished" in all categories. In some cases, we may also conduct our own testing to determine admissibility or placement. Students in grades 5-12 will be asked to submit a writing sample during the admissions process.

Students in grades 11-12 wishing to enter a dual credit program with Madisonville Community College must meet the eligibility requirements for that program in addition to admission requirements for CornerStone Prep.

# CornerStone Preparatory School New Student Application

Today's Date \_\_\_\_\_

*CornerStone Preparatory School makes no distinction in its admission or school policies regarding an individual student's race, color, or national and ethnic origin.*

## Student Data

Applicant First Name \_\_\_\_\_ Middle Name \_\_\_\_\_

Last Name \_\_\_\_\_ Preferred Name \_\_\_\_\_

Gender \_\_\_\_\_ Grade Entering \_\_\_\_\_ Date of Birth \_\_\_\_\_ Age \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Zip \_\_\_\_\_ Previous school \_\_\_\_\_

Church family attends \_\_\_\_\_ City \_\_\_\_\_

## Ethnicity

01 American  
Indian/Alaskan  
Native

02 Asian or Pacific  
Islander

03 Hispanic or  
Latino

04 Black/African  
American,  
non-Hispanic

05 White,  
non-Hispanic

06 Bi-racial or  
multi-racial (check  
1-5 also)

## Household Information

Applicant lives with (check all that apply):

Mother

Father

Legal Guardian

Stepmother

Stepfather

Other

Applicant's parent(s):

Married

Divorced

Separated

Deceased

If divorced, which parent holds legal responsibility for school and medical decisions? \_\_\_\_\_

*(Please submit copies of all court documents regarding custody and educational decisions.)*

## Father's Information

Full Legal Name \_\_\_\_\_

Relationship to applicant:

Father

Step-father

Legal Guardian

Email \_\_\_\_\_ Primary Language \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Employer Name \_\_\_\_\_ Work Phone \_\_\_\_\_

Mailing Address (if different from student) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_



Is your student medicated with any prescription medicine daily? Please list:

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Is your student diagnosed with a medical condition? Please explain:

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Is your student allergic to any food, insects, or environmental allergens? Please list:

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Please indicate your hospital preference: \_\_\_\_\_

Please note any other important information regarding your student's health or medical needs:

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**Release:** In case of emergency, accident, or serious illness to the student named on this form, in which medical treatment is required, I (parent/guardian) request the school to contact me. If the school is unable to reach me, my signature below authorizes school personnel to exercise their own judgment in making whatever arrangements necessary to transport the student to a hospital emergency room.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Recommendations will be requested from your child's current teacher(s). Please list the name and email address of the current classroom teacher (grades K-5) or the English AND math teachers (grades 6-12):**

**Name of teacher:** \_\_\_\_\_ **Email address:** \_\_\_\_\_

**Name of teacher:** \_\_\_\_\_ **Email address:** \_\_\_\_\_

**To the applicant's parent or guardian:** Complete the above information and read/sign the statement below.

*For the child named above, I hereby waive my right to access this recommendation and authorize the person completing the recommendation form to provide an evaluation and all relevant information to the designated school(s) for the purposes of my child's admission application. This form is only one piece used in the admissions process and will not become part of the applicant's permanent record. I also grant permission to CornerStone Preparatory School to contact the recommender for clarification or questions about the information provided.*

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent Questionnaire**

What is your primary reason for your child(ren) to attend CornerStone Preparatory School?

Please give a short explanation of who you understand Jesus Christ to be and what his death and resurrection means to you and your relationship to him.

What is your understanding of Christian school education? How do you see the relationship between our school and your home when it comes to educating your child(ren)?

Please provide your brief parental perspective on your child. Include your child's strengths and abilities, special interests, areas of concern, and his/her relationship with God. We appreciate your assistance in helping us to know your child better.

Is there anything significant we should know that might affect your child's physical or emotional wellbeing?

Does or has your child ever had a 504 plan or IEP at a previous school? If yes, please explain.

Has your child ever been retained or asked not to return to their current school? If yes, please explain.

# CORNERSTONE PREPARATORY SCHOOL

## Request for Student Records

Name of Student \_\_\_\_\_

Date of Birth \_\_\_\_\_ Current Grade \_\_\_\_\_

Former School \_\_\_\_\_

School Address \_\_\_\_\_

Phone \_\_\_\_\_ Email/Fax \_\_\_\_\_

Please release to CornerStone Preparatory School and its representatives all school records including the following information on my child:

- General cumulative folder data
- Behavior Evaluation
- Previous and/or current teacher's recommendation
- Medical Records/Reports
- Copy of Birth Certificate and Social Security Card
- Specialized Test Data

The purpose of the request for student records is to provide CornerStone Preparatory School with up-to-date information for admission and/or instructional purposes. This release authorizes the staff, teachers, administration, and/or counselors to discuss this student with the staff, teachers, and administration of CornerStone Preparatory School.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address of Parent/Guardian

Please forward records to Rebekah Buchanan

Email: [r.buchanan@cornerstone-prep.com](mailto:r.buchanan@cornerstone-prep.com)