



COLLEGIATE ACADEMY OF COLORADO

8420 S Sangre de Cristo Road Littleton, CO 80127

ADMISSIONS PARENT CHECKLIST

Student Name _____ Grade _____

Please check off each item listed below to ensure that all steps in our process have been completed. Please complete each section before moving on to the next.

Please submit the following as soon as you have made a decision to enroll at CAC:

Admissions Parent Checklist *(this form)*

Jeffco Choice Enrollment Form

Transcript, Report Card *(if applicable, copies of most recent Elementary grades)*

504 Plan *(if applicable)*

Current IEP, Last Triennial Review, and Original Staffing Report *(required if applicable)*

Collegiate Academy of Colorado Admissions Application

Immunization Record *(up-to-date copy required by law)*

Birth Certificate *(copy)*

Proof of Residency *(Jeffco Residents)*

- Must be in parent's/legal guardian's name.
- Copy of most recent utility or phone bill OR copy of contract on house or lease agreement.

Application for Non-Resident Admission *(families outside Jeffco)*

After the lottery has run on February 10th and you choose to take the spot offered:

Jeffco Choice Enrollment Confirmation Form *(by February 20th)*

\$50 Non-refundable Full-day Kindergarten Deposit *(Kindergarten only)*

Schedule Orientation Meeting *(Grades 5-12)*

Create/Update Jeffco Connect Account - *Parent Account first, then add child(ren)*

- Only create one if you have never had a student in Jeffco Public Schools, including preschool
- <https://jeffcoconnect.jeffco.k12.co.us/> *(instructions are available)*
- Print out the Student Summary Page for this packet

If you are applying for enrollment during Second Round Choice Enrollment (after 2/24/17), please complete all steps except for the last two and the Confirmation Form prior to scheduling an Orientation Meeting.