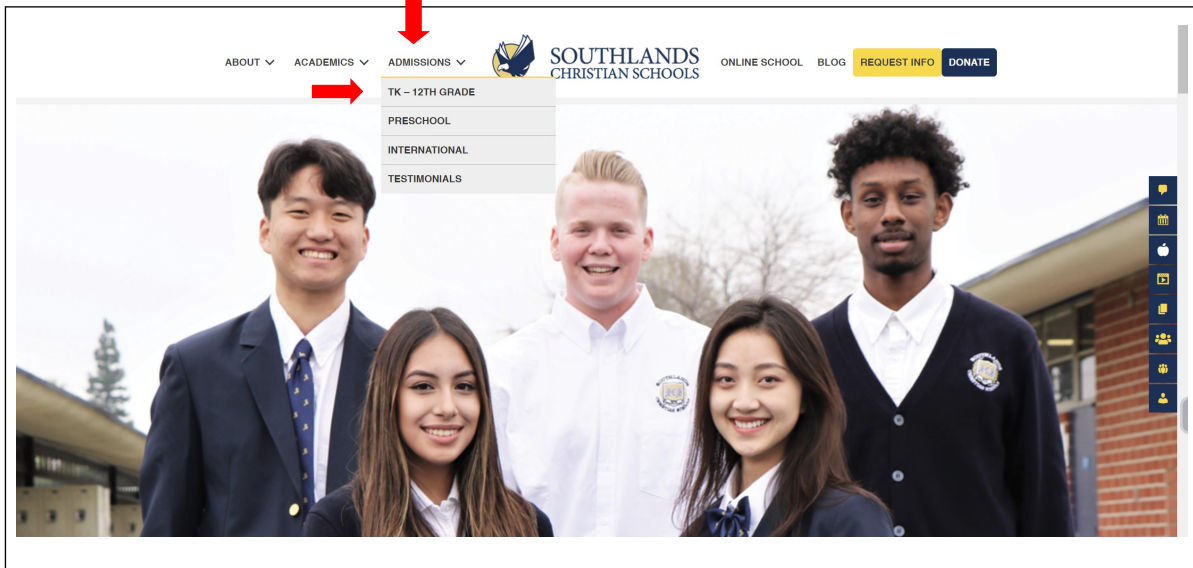




SOUTHLANDS
CHRISTIAN SCHOOLS

Enrollment Instructions for New Students

Visit www.southlandscs.com and select "ADMISSIONS"
then click on "K-12th Grade" the drop down menu.



Fill Out an Enrollment Application Today!

Southlands Christian Schools is a leading college preparatory institution that offers an exciting, challenging and ultra supportive academic environment. We offer a variety of academic, extracurricular and after-school programs as well as spiritual development.

Our students are well prepared academically for their college years and also, they also learn to become Christian leaders and to develop a strong relationship with God.

Our student body is a diverse group that is eager to learn. Southlands Christian students are inquisitive, supportive and encourage one another to reach their full potential. Our students are people that will extend beyond the classroom.

Unfortunately, we are unable to give the attention that will be given to each student.

Do not let this stop you from making the most of your academic season. Your child's future is based on making the right choice.

If you are interested in enrolling your child, please contact us today.

ADMISSIONS

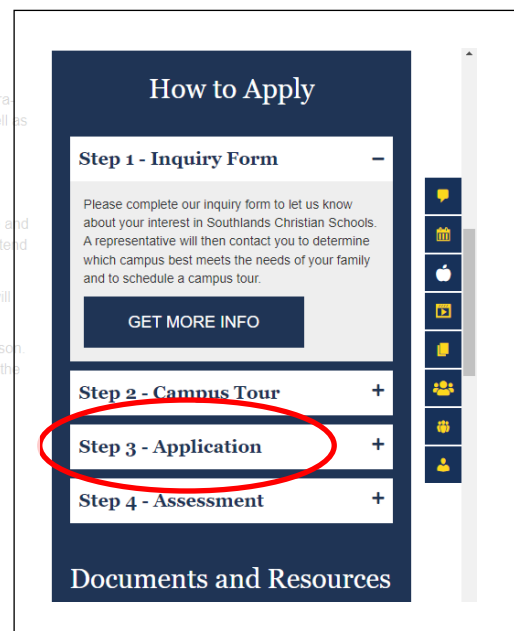
Telephone: 909-288-4523

Fax: 909-468-9943

E-mail: admissions@southlandscs.com

We look forward to helping your child gain valuable knowledge and improve their relationship with God!

**Scroll down and
click on "Step 3 - Application"**



Southlands Christian Schools is a leading college preparatory institution that offers an exciting, challenging and ultra-supportive academic environment. We offer a variety of academic, extracurricular and after-school programs as well as spiritual development.

Our students are well prepared academically for their college years and also, they also learn to become Christian leaders and to develop a strong relationship with God.

Our students are encouraged to be active, supportive and engaged in their learning experiences that will extend beyond the classroom.

Unfortunately, we cannot guarantee that your child will receive the attention that will be necessary to make the most of their academic season.

Do not hesitate to contact our enrollment advisor for more information on making the most of your child's academic season.

Your child's academic season is a time of growth and learning. We look forward to helping your child gain valuable knowledge and improve their relationship with God!

If you have any enrollment questions, please do not hesitate to contact our enrollment advisor:

ADMISSIONS

Telephone: 909-288-4523

Fax: 909-468-9943

E-mail: admissions@southlandscs.com

We look forward to helping your child gain valuable knowledge and improve their relationship with God!

Click on the yellow
"Apply for 2023-2024 button"

New families will need to CREATE AN ACCOUNT

Complete the Create an Account page
with your information, then click on the
"Create Account" button at the bottom.

Select "Application 2023-2024"

The screenshot shows the Enrollment Dashboard. In the 'New Forms' section, a list of forms is displayed. The form 'Application 2023-2024' is circled in red. Other forms include 'Application 2022-2023', 'Application Southlands Online Schools 2022-2023', 'Application Southlands Online Schools 2023-2024', and 'Re-Enrollment 2022-2023'. To the right, there is a section for 'Access Online Recommendations' with instructions on how to proceed based on the user's application status.

Complete these fields, then click on "Add Student".

You will be taken to the Introduction Page – please read, and then click "NEXT" to continue.

**Choose the Application Type page
then click "NEXT".**

The screenshot shows the 'Application Type' page. It contains two dropdown menus. The first is labeled 'Are you a Domestic or International student?' with a required field indicator and a '- Select -' option. The second is labeled 'Grade Applying For' with a required field indicator and a '- Select -' option.

The screenshot shows the 'Student Information' page. On the left is a sidebar menu with options: Introduction, Form, Application Type, Applicant, School, Family, Demographic, Medical/Emergency, Agreements, Statement of Faith, Field Trips, Documents, Contract, Electronic Signature, Summary, and Payment. The 'Applicant' option is selected. The main content area lists required fields for the student: International Student, Legal First Name, Legal Middle Name, Legal Last Name, Student's Preferred Name, Student's cell phone number, Gender, and Birth Information. Each field has a text input box or a dropdown menu. At the bottom, there are 'Previous' and 'Next' buttons.

**You are now completing all the details
needed for a NEW STUDENT
application.**

As you finish each page, click "NEXT".

**Work your way through all the pages,
entering all required fields.**

When you get to the Document Uploads page you will have the option to upload your student's requirements. ***This is encouraged in order to expedite your application.***

Proceed through the Contract page, and you will arrive at the Summary page – this will tell you if you have completed all of the required fields, or if you missed any (the pages that were not completed will show a red number).

PAGE	STATUS
Application Type	✓
Applicant	1
School	1
Family	1
Demographic	✓
Medical/Emergency	✓
Agreements	✓
Statement of Faith	✓
Field Trips	✓
Documents	✓
Contract	✓
Electronic Signature	✓

Find Invalid Fields

Previous Next

Click on the “Find Invalid Fields” button to be taken back to the ones you missed.

After you complete all of the missing fields, click on Summary (on the left side of your screen) and you will see that you are done with the data entry (see all the green check marks). Click “NEXT” to go to the Payment Screen.

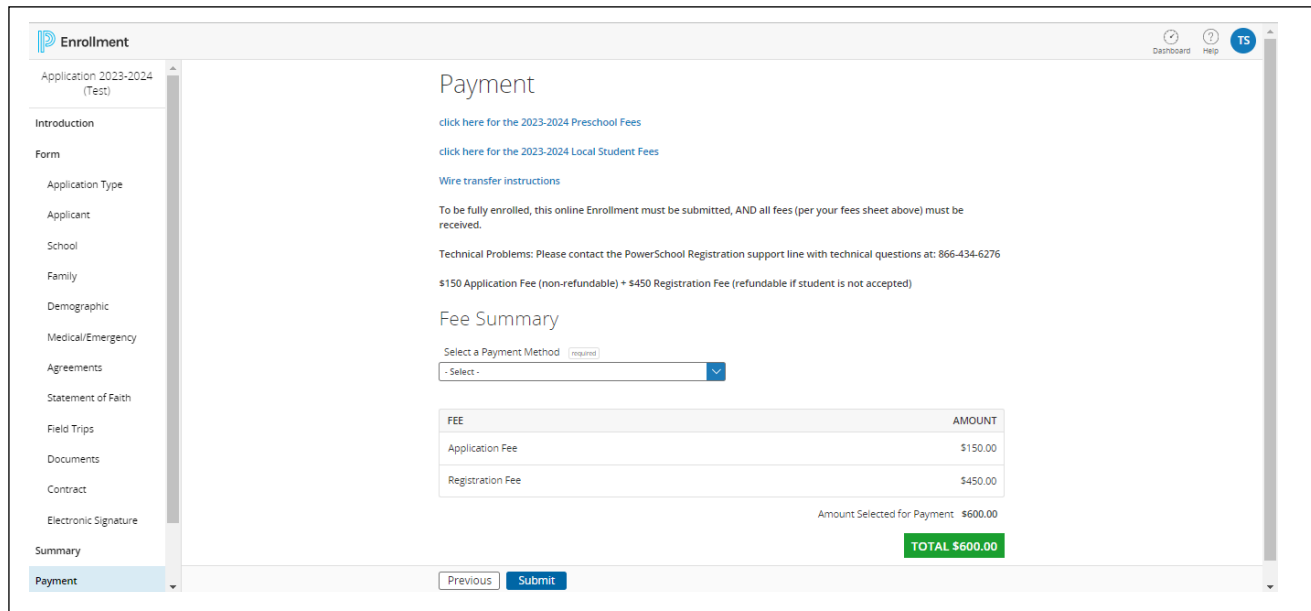
PAGE	STATUS
Application Type	✓
Applicant	✓
School	✓
Family	✓
Demographic	✓
Medical/Emergency	✓
Agreements	✓
Statement of Faith	✓
Field Trips	✓
Documents	✓
Contract	✓
Electronic Signature	✓

No issues found. You may proceed to the next step.

Previous Next



This is another opportunity to see the fee schedules (they were also attached to the Introduction page), select your payment method, pay Application and Registration fees, and then **CLICK THE SUBMIT BUTTON!** This is required to complete your application!



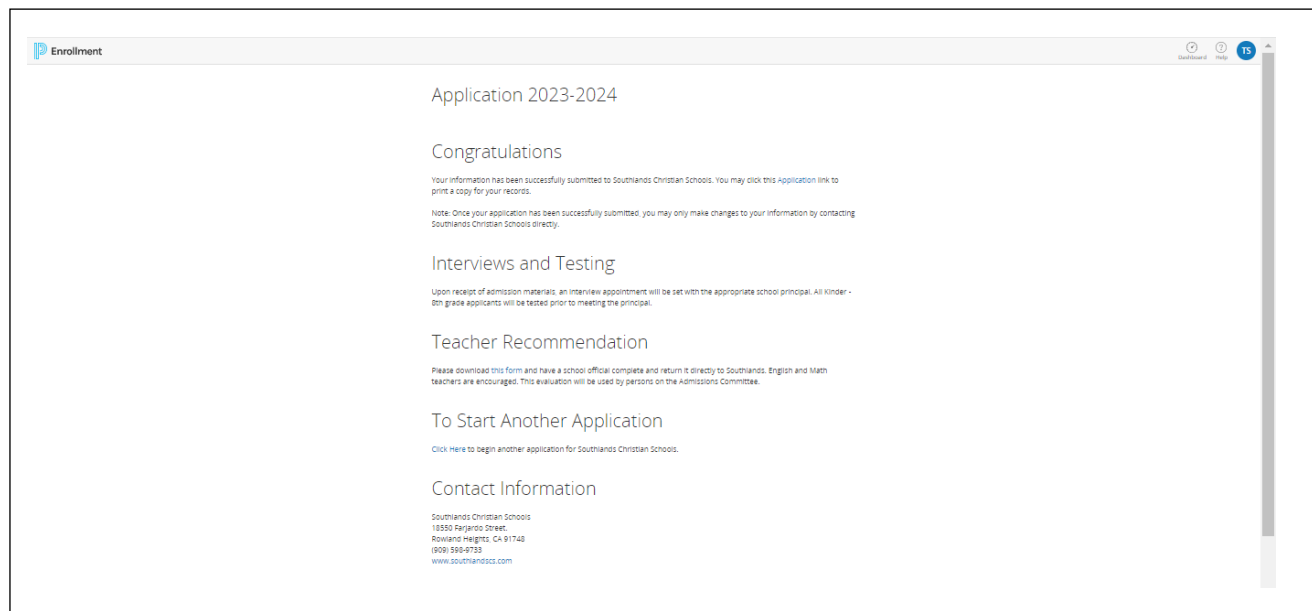
The screenshot shows the 'Payment' section of the Enrollment application. On the left is a sidebar menu with options: Application 2023-2024 (Test), Introduction, Form, Application Type, Applicant, School, Family, Demographic, Medical/Emergency, Agreements, Statement of Faith, Field Trips, Documents, Contract, Electronic Signature, Summary, and Payment (highlighted). The main content area is titled 'Payment' and includes links for '2023-2024 Preschool Fees' and '2023-2024 Local Student Fees', along with 'Wire transfer instructions'. A note states that the application must be submitted with all fees. Technical support contact information is provided. A 'Fee Summary' table lists the Application Fee (\$150.00) and Registration Fee (\$450.00), totaling \$600.00. A dropdown menu for 'Select a Payment Method' is set to '- Select -'. At the bottom, there are 'Previous' and 'Submit' buttons.

FEE	AMOUNT
Application Fee	\$150.00
Registration Fee	\$450.00

Amount Selected for Payment: \$600.00

TOTAL \$600.00

Once you do that, you will see the Congratulations screen, which confirms your application was submitted successfully.



The screenshot shows the 'Congratulations' screen after a successful application submission. The sidebar menu is identical to the previous screen. The main content area is titled 'Application 2023-2024' and 'Congratulations'. It provides instructions on how to print a copy of the records and a note that changes can only be made by contacting Southlands Christian Schools directly. Below this are sections for 'Interviews and Testing', 'Teacher Recommendation', 'To Start Another Application' (with a link to begin another application), and 'Contact Information' for Southlands Christian Schools, including their address, phone number, and website.

If you have another child to apply for, select the "To Start Another Application" button.

If you have any questions, please call (909) 598-9733
or email registrar@southlandscs.com.



**Enrollment Instructions
for New Students**