

Admissions Checklist

Getting Started

- Schedule Your Personal Campus Tour with the Academy Director.
- New Families must complete Online Application.
- Families who already have a student attending Deeper Root Academy and wish to enroll another child may complete a [New Sibling Application](#) located on the Admissions page of the school website..

Online Application and Uploads

Please Note: *Do not withdraw from your current school until you have been accepted **and** enrolled at Deeper Root Academy.*

- Visit www.deeperrootacademy.org and navigate Admissions, then complete the **Online Application**.
- Be prepared to **upload** the following documents: Birth Certificate, Recent Report Card*, Recent Test Scores*, IEP documents*. Immunization Form DH 680 & Physical Form DH 3040 may also be uploaded at this time but is only **required upon acceptance**.

**If applicable*

Having trouble uploading? We have a solution for that, please scan or email to Admissions:
Email: deeperrootacademy@gmail.com

Upon completion of the Online Application, you will be prompted to submit the New Student Enrollment Fee of \$100.00.

Submit the Following

Applies to All Applications:

- Submit the New Student Enrollment Fee: \$100.
- Navigate Admissions to **Download Recommendation Letters**. Give these forms to your child's current school. These should be completed by the school and submitted directly to Deeper Root Academy Admissions via email (admissions@deeperrootacademy.org).

After Applying

- Please retain a copy of all documents submitted with your file.
- Student Screening (You will be notified via email to schedule your child's screening.)
- If Tuition Assistance is needed, complete the online FACTS Tuition Assistance Application immediately after you submit a student application by going to <https://online.factsmgt.com/signin/4JQ4V>

** Tuition assistance is based on need and available funds. Scholarships are typically reserved for families not already receiving Step Up, McKay or Gardiner assistance.*

- Write "FACTS" username and password below for future reference (if applying for Tuition Assistance):

Username: _____ Password: _____

If Accepted

- Upon Acceptance: An Admissions Letter will be sent via email with final forms to be completed within 5 business days.

- Be prepared to upload the following:

-Copy of Florida Certification of Immunization Form DH-680-Proof of updated shot record.

-Copy of Florida School Entry Health Physical DH-3040.

The above documents are due by July 31st for those starting the next school year. For those students starting mid-year we MUST receive by the first day the student begins school). *FHSAA Physicals and other Physicals, on Florida forms, are also acceptable if dated within a year of the start of school.*

- The Admissions Office will request the final records from former school. Parents must notify the former school of your child's withdrawal in writing.

- Purchase Uniforms

Student's name is placed on the grade list after **ALL** required enrollment forms/fees are on file. Please call the Admissions Office if we can be of further assistance to you at 484-321-6957.

Grade Specific Items:

Navigate Admissions to see Grade Specific Activities.

Infant/Toddler Activity Fee: \$60.00

Preschool (K2/K3/K4) Activity Fee: \$170.00

Kindergarten thru 2nd Grade Activity Fee: \$234.00

3rd Grade thru 8th Grade Activity Fee: \$294.00

If accepted, the Activity Fees will be billed and due by August 1st annually. All Fees are Non- Refundable.

State Requirements

PLEASE READ CAREFULLY: THESE FORMS ARE STATE REQUIRED

Immunizations: State Law requires that immunizations MUST be on the Florida Form DH-680. Students transferring from another state may take their records to a licensed medical facility and have the records transferred to the Florida form. Out of state forms will meet school requirements for only the first fifteen days of school and then must be submitted to TFA on the Florida form.

School Physical: Physical forms are required for all new students. An out-of-state physical form is accepted if dated within one year of the student's start date or if a Florida physical DH-3040 form is used, all dates are acceptable. Only Florida physicians or the County Health Department clinics have this form.

(These are only required upon acceptance.)