



## VAIL CHRISTIAN HIGH SCHOOL ADMISSIONS PROCESS

1. Schedule a School Tour
2. Complete Online Application
3. Return Recommendation Forms & Release of Records
4. Schedule the Entrance Assessment
5. Family Interview

### 1. Private School Tour

Tour our campus with the Director of Admissions and a Student Ambassador. You do not need to complete your application ahead of time, just come visit our school and see why students/families are proud to be SAINTS!

Contact Kristy Maslan, Director of Admissions, at [kmaslan@vchsweb.org](mailto:kmaslan@vchsweb.org) or (970) 766-4125 to schedule your tour today!

### 2. Online Application

ROLLING ADMISSIONS (We are now accepting applications for the 2022-2023 school year!) Preferred Admissions Deadline: February 7, 2022

#### PARENTS:

First, click on the following link to create your RenWeb Account (Renweb is a web-based school management software). Create an account under your student's name, NOT THE PARENT'S NAME.

Please go to the following web address to create a RenWeb Account: Link:

<https://vail-co.client.renweb.com/oa/register.cfm?memberid=391>

If you have/had a child at VCHS you will already have an online Renweb application account (this is your online application account NOT your ParentsWeb Account) - please click the link below to log into your existing online application account. If you have forgotten your online application account username please contact [kmaslan@vchsweb.org](mailto:kmaslan@vchsweb.org)

Existing Renweb Application Account:

Link: <https://vail-co.client.renweb.com/oa/login.cfm?memberid=391>

After you have created an account, then click on the next link to log in to your account and "Create A New Student Application" for your child. You will then have the flexibility to log in and out of your account and access your open application. To complete the online application, the

application must be completely filled out (with green checks next to each item area on the left side). A green check appears in the left tab area when you have successfully answered each question in that designated section. Please submit your \$75 non-refundable application fee via our online payment configuration at the end of the application.

### 3. Recommendation Forms & Official Release of Information

**Administrator Recommendation** The Administrator Recommendation Form needs to be downloaded and emailed/faxed to an administrator or guidance counselor at the applicant's current school. Then SCAN/ EMAIL them to Kristy Maslan at [kmaslan@vchsweb.org](mailto:kmaslan@vchsweb.org) with "Administrator Recommendation" in the subject line.

**English Teacher Recommendation** The English Teacher Recommendation Form needs to be downloaded and emailed/faxed to an English teacher at the applicant's current school. Then SCAN/ EMAIL them to Kristy Maslan at [kmaslan@vchsweb.org](mailto:kmaslan@vchsweb.org) with "English Teacher Recommendation" in the subject line.

**Math Teacher Recommendation** The Math Teacher Recommendation Form needs to be downloaded and emailed/faxed to a math teacher at the applicant's current school. Then SCAN/EMAIL them to Kristy Maslan at [kmaslan@vchsweb.org](mailto:kmaslan@vchsweb.org) with "Math Teacher Recommendation" in the subject line.

**Official Release of Records** Please sign and return the Official Release of Student Information Form to the VCHS Admissions Office. Once the admissions office receives this form, the Director of Admissions will request the applicant's transcripts, standardized test scores and formal educational plans (if applicable).

### 4. Entrance Assessment

Vail Christian High School is utilizing the PreACT 8/9 as an indicator for 9th grade readiness. It is one tool to set students up for success and to gauge academic fit during the critical transition into high school. Dates are 2 Saturdays: Jan 22, 2022 and Feb 26, 2022.\*Students who take certain standardized placement exams may be exempt.

### 5. Family Interview

This is the final step of the admissions process. The family interview is one of the ways we are able to learn more about the applicant, but it also provides your family with another opportunity to get to know us better, as well. Interviews are conducted by our Head of School, our Principal and our Director of Admissions.