



# OOLTEWAH ADVENTIST SCHOOL

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## Application Checklist

We are so glad you are interested in OAKS! In order to complete the application process, please submit the items listed below. All supplemental information must be submitted before your application will be approved.

\_\_\_\_\_ Online Application

1. Visit our website, [oaksonline.net](http://oaksonline.net).
2. Click the "Applications: New Student" link in the top right corner.
3. Create an account and verify your email.
4. Complete the student application and pay the application fee.

\_\_\_\_\_ Submit a photocopy of your child's official state-issued Birth Certificate. The hospital-issued, Mother's Copy is not official and therefore not acceptable.

\_\_\_\_\_ Submit a Certificate of Immunization on the TN Form. This may be obtained from your child's doctor or the Health Department.

\_\_\_\_\_ Physical exam completed within the past 12 months.

\_\_\_\_\_ Most recent report card and/or Standardized Test Scores.

\_\_\_\_\_ Submit two (2) Recommendations. One form must come from their current teacher, aide or school principal. This form may be printed and given to references, or we have an online form available at [oaksonline.net/resources](http://oaksonline.net/resources).

Personal recommendations should be a letter mailed or emailed to the school.

All recommendations are confidential.

Documents may be brought to the OAKS office, emailed, mailed or faxed .

Once we have received your completed application AND the above supplemental forms, your application will be submitted to the OAKS Admissions Committee for review.