



January 27, 2017

Happy New Year GCS Parents!

We are very excited that Grace Christian School has partnered with FinalForms, an on-line document processing program! FinalForms will allow you to complete and submit your re-enrollment forms and pay your re-enrollment fee(s) electronically. FinalForms is immediately available for all GCS families!

Please go to <https://gracechristian-oh.finalforms.com/> now and electronically complete all of the re-enrollment forms! This link is also available on the Grace Christian School website under the ENROLLMENT tab as "Online Re-enrollment Forms". To be clear, if you are not adding a sibling (new student), you will only need to complete the tasks listed on the left side of the FinalForms landing page, starting with the ADMISSIONS POLICY form.

Please note, if you have a sibling child that will be new to GCS in the 2017-18 school year, there is a one page application form that you will need to complete for your sibling child. Please contact BethAnn Ennis at bethann.ennis@gcsblacklick.org and she will gladly provide you with this form. *Additionally, please note specific steps you will need to complete for your new GCS student (detailed as NEW STUDENT ENROLLMENT INFORMATION on the right side of the landing page as you log in to Final Forms).*

If you have not yet registered your family in FinalForms, please click on the Parent Registration guide to get started. If you previously registered your family in FinalForms for athletic purposes, you will just need to sign into your existing account to complete your re-enrollment forms.

There are only a few forms that you are required to actually print (if applicable to your child), complete, and return to the school office; medical forms include the Medication Authorization Form, the Physician's Report Form, the Dental Form and the TDAT Form. These forms must be signed by your family physician before being returned to the school office. If your child will be new to the middle school, there will be a Middle School Information Form which will need to be printed, completed and returned to the school office as well.

We hope you find this process to be an easy re-enrollment process! Please feel free to provide me with any feedback you may have regarding FinalForms. If you have questions about using Final Forms, please contact the school office staff at 614-861-0724.

Peace and blessings-

Cindy Phillips