



Enrollment Checklist

1. ENROLL THROUGH FamilyID

- Create an account with FamilyID. Link can be found at [FamilyID Lincolnway Christian Academy](#). Click “**REGISTER PRE-K**” or “**REGISTER K-12**”
- Upload birth certificate on FamilyID
- Upload medical forms if needed on FamilyID (if not being transferred with school records)
- Certificate of Child Health Examination (New Student, K, 6th, 9th)
- Dental Examination (K, 2nd, 6th grade)
- Eye Examination Report (K, students new to IL schools)

2. ENROLL IN FACTS

Enroll in a tuition payment plan with FACTS. Link can be found on our [Website](#).

3. HOW TO PAY: REGISTRATION & MATERIAL FEES

REGISTRATION FEES:

- New Student - \$250 • Re-enrolling student - \$150

MATERIAL FEES:

- Preschool - \$250
- K-8th - \$280
- High School - \$330

HOW TO PAY FEES: All GRACE schools will use Zelle (no fees). Zelle is used by Chase banks and many others and is a secure platform or you can call the Families of Faith Christian Academy (FOFCA) main office number listed below with a credit card (3% fee applied) or mail in a check.

4. TRANSFER RECORDS

- Students K-HS need a signed Release of Student's Records. These will not be sent to the student's present school until June. If homeschooling, we will need report cards and records can be uploaded on FamilyID.
- Return to GRACE office, [email](#), or fax to 815.467.4476.

WHAT'S NEXT

You will receive more info in the mail and an e-mail after registering. Be sure to like us on [Facebook](#) to keep up on all the things.

GRACE & FAMILIES OF FAITH CHRISTIAN ACADEMY MAIN OFFICES

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