



MOUNTAIN CITY CHRISTIAN ACADEMY
PARENT AND STUDENT
HANDBOOK

2026-27



MOUNTAIN CITY
CHRISTIAN ACADEMY

UPDATED 3/2026b

NONDISCRIMINATION POLICY

Admittance to Mountain City Christian Academy (MCCA) will be based on agreement, by acknowledgment and adherence, with the *Mission, Vision, & Values*, and the *Code of Conduct* by both the parent(s), and the student(s). Mountain City Christian Academy does not discriminate based on race, color, national and ethnic origin, biological sex, physical handicap, or medical condition in administration of its educational policies, admissions policies, scholarship and loan programs, athletic and other school administered programs. However, as a religious institution, MCCA reserves its right to make admissions, enrollment, and disciplinary decisions on the basis of its *Statement of Faith, Code of Conduct*, and other policies, influenced or grounded by its biblical beliefs.

This handbook is not an exhaustive list of all rules and is subject to change. Please refer to official communications for the most up-to-date information regarding school policies and guidelines.

MOUNTAIN CITY CHRISTIAN ACADEMY | 6575 E. Northern Lights Boulevard, Anchorage, AK, 99504 | 907.337.9575

TABLE OF CONTENTS

MISSION, VISION, & CORE VALUES 4

ACADEMIC POLICIES 7

ACTIVITIES & ATHLETIC POLICIES 19

BEHAVIOR & DISCIPLINE POLICIES 21

FINANCIAL POLICIES & PROCEDURES 27

GENERAL SCHOOL POLICIES 31

SAFETY & SECURITY 42

APPENDIX 43

MISSION, VISION, AND CORE VALUES

MISSION

Our mission is to develop Christ-centered world changers. Christ-centered world changers are:

- Following Christ with vibrancy and joy
- Educated with superior academic excellence
- Leading with a servant's heart
- Socially and emotionally mature
- Culturally intelligent
- Physically healthy
- Missionally minded
- Vocationally prepared

VISION

Our vision is to become a world-class, next generation equipping institution. We dream of a day when we see world transformation through the catalyst of Christ-centered education.

PURPOSE

The purpose behind all we do is found in two primary passages of Scripture: The Great Commandment (Matthew 22:36-40) and The Great Commission (Matthew 28:18-20). Love God, love others; make disciples!

CORE VALUES

Core values are the intrinsic motivations that drive us to do what we do in the special way that we do it. Our organization's Core Values are:

- Christlikeness
- Excellence
- Innovation
- Connection
- Teamwork
- Trust
- People

PHILOSOPHY OF TRUTH

We acknowledge that all truth, knowledge, and wisdom knowable to humans ultimately comes from God alone. We believe that absolute truth exists. Absolute truth is "reality as it pertains to God." God's reality, absolute truth, is found written in the Holy Scriptures and is testified to by the person of Jesus Christ (Jn. 14:6, 17:17). Consequently, all human wisdom and learning must be understood through the lens of the Holy Bible and must remain subject to the authority of the Holy Bible (Ps. 15:2-3, 25:5, 119:160; 1 Jn. 3:18). Jesus came to testify to the truth of the Scriptures and the reality of God (Jn. 18:37-38). God, as revealed in the Person of the Lord Jesus Christ and through the Holy Bible, is the center of all we believe, teach, and do at MCCA (Jn. 1).

PHILOSOPHY OF YOUTH DISCIPLESHIP

Mountain City Christian Academy (MCCA) believes that the parent or legal guardian holds the primary responsibility of disciplining their student (Dt. 6:4-7, 11:18-22; Josh 24:15; Prov. 22:6). God commands parents to raise their children in Jesus and with the help of the Body of Christ in the context of the local church to develop fully-devoted followers of Jesus. Therefore, as a church ministry, the Christian school is designed to partner with home and church to provide a holistic educational system that helps accomplish this same goal.

PHILOSOPHY OF EDUCATION

Based upon our philosophies of Truth and Youth Discipleship, our Philosophy of Education is that the personal salvation and sanctification of each student is our primary concern. Therefore, our scholastic program is designed to partner with the home and the local church to develop fully devoted followers of Jesus Christ. We accomplish this by providing a Christ-centered, missionally focused education that equips our students to engage the culture and change it. It is our duty to help families train their students in such a manner that they are prepared to enter the next phase of God's calling for their life and leverage their time, talent, and treasure to build the kingdom of God. We educate to produce Christ-centered world changers.

PHILOSOPHY OF EQUIPPING

As educators, we are on the front lines of world change; a key to the future is the resilience of the next generation. That is why our philosophy of education must lead to a philosophy of equipping. We educate because it is our God-given calling to spread His gospel and change the world for His kingdom. We educate because we have a passion to equip the next generation to become the fortified, prepared, and provisioned men and women of society who engage the culture and help change it. We train our students for a spiritual culture war because that is what they are facing. Equipping the next generation for their battles is what we aim to do.

WHAT IS A CHRIST-CENTERED WORLD CHANGER?

Here is how we define a Christ-centered world changer and how we try to measure success:

- Fully surrendered to Jesus
 - Personal proclamation of faith
 - Church/youth group attendance
 - Survey on student spiritual growth
 - School behavior record
 - Spiritual disciplines tracker
 - Scripture memory benchmarks
 - Senior faith thesis/testimony presentation

- Academically equipped
 - MAP, PSAT, SAT test scores
 - Grade Point Average
 - USP/dual-credit participation
 - College tracking
 - Involvement in extracurricular activities

- **Physically healthy**
 - Successful completion of PE & Health classes
 - Habit tracker of good health practices
 - Participation in recess
 - Vision and hearing tests
 - Health records and surveys
 - Fitness benchmark growth
 - Screen time self-monitoring reflection
 - Sleep/nutrition checks

- **Missionally minded**
 - Community service hours
 - Church/youth group attendance
 - Participation in mission trips
 - Personal testimonials
 - Evangelism competency (articulation of personal faith)
 - Post-graduation ministry involvement tracking

- **Socially and Emotionally mature**
 - School behavior record
 - Self-analysis assessments
 - Attendance record
 - Involvement in peer groups
 - Conflict resolution competency assessment
 - Peer accountability group participation

- **Culturally Intelligent**
 - Civic engagement
 - Self-analysis assessments
 - Involvement with foreign language classes or Debate team
 - Track of engagement and interactions with other cultures
 - International prayer partnerships
 - Global current events/worldview comparison/analysis assignments
 - Service in culturally diverse settings

- **Servant-Hearted**
 - Involvement with student mentorship program
 - Community service hours
 - Demonstration of leadership involvement
 - Student-initiated service projects
 - Peer nomination for servant leadership awards

- **Vocationally Prepared**
 - Career shadowing hours
 - Internship participation
 - Resume /Linked-In completion
 - Calling/Gifting assessment
 - Alumni employment
 - College alignment with strengths

ACADEMIC POLICIES

ACADEMIC PROBATION (SECONDARY)

When a student earns less than a 2.0 GPA, he/she will be placed on academic probation. Additionally, if at any time a student earns one D & one F, OR two Fs, on a weekly grade check he/she will be on academic probation. A student on academic probation cannot participate in or miss class for extracurricular activities.

ADDING AND DROPPING COURSES (SECONDARY)

Students may add or drop a course within a two-week period of when a semester begins. All drop/ adds must be approved by parents and administration. Students who drop courses after the two-week period may suffer an academic penalty. Required courses may not be dropped. No student has the right, on his/her own, to change from a class to which he/she has been assigned.

ADVANCED DIPLOMA

Students may be eligible for the designation of "Advanced Diploma" on their transcript. To qualify for this designation, a student must meet the following criteria:

- **Enrollment:** A student must graduate in possession of a minimum of 28 credits including:
 - English (5)
 - History (5)
 - Math (4)
 - Science (4)
 - PE (2)
 - Electives (8)
- **Academic Integrity:** A student must uphold the standards of academic honesty and integrity as outlined in the MCCA Handbook.

Since USP courses receive double high school credit (a .5 semester USP course = 1.0 high school credit), USP Honor Cord recipients also qualify for the advanced diploma designation.

Advanced Diploma designation will be awarded by the Academic Office prior to graduation. Students will be notified of their eligibility during the final grading period of their senior year.

ADVANCED PLACEMENT (AP)

Advanced Placement (AP) credit is awarded if a class is taught by a certified AP instructor with AP curricular level material. AP classes are calculated on a 5-point scale and will receive weighted credit if the AP exam is passed with a score of 3 or higher. AP core courses taken cannot replace required core courses offered through MCCA. Transfer students' transcripts will be reviewed on a case-by-case basis.

ATTENDANCE POLICIES (SECONDARY)

The secondary (6-12) attendance policy for MCCA is based upon individual class attendance. A student will not earn credit for a course once they have accumulated 17 absences in one semester (whether excused, pre-excused, or unexcused). The parent or guardian must contact the school office by the next school day giving the reason for the absence. If a parent does not contact the office, the student's absence will be unexcused. MCCA meets or exceeds the net number of school days required by Alaska state law for all grades. Students with extended absences due to medical or approved personal reasons may be excluded from this policy upon the discretion of the administration.

ATTENDANCE POLICIES (ELEMENTARY)

The elementary (K-5) attendance policy for MCCA is based upon a regular school day with non-granting of credit occurring upon accumulation of seventeen (17) absences in one semester, whether excused, pre-excused, or unexcused. The parent or guardian must contact the school office by the next school day giving the reason for the absence. If a parent does not contact the office, the student's absence will be unexcused. Students with extended absences due to medical or approved personal reasons may be excluded from this policy upon the discretion of the administration. MCCA meets or exceeds the next number of school days required by the state of Alaska.

COLLEGE/HIGH SCHOOL DUAL-ENROLLMENT CLASSES (UNIVERSITY SCHOLARS PROGRAM)

The University Scholars Program (USP) at MCCA offers high school students the opportunity to enroll in in-person, college-level courses for both high school and college credit simultaneously. These courses are conducted in partnership with Cedarville University, Grand Canyon University (GCU), Arizona State University (ASU), and other partnership universities, providing students with a head start on their college education while still in high school.

USP courses are taught by MCCA teachers in collaboration with university professors, ensuring rigorous academic standards. Students earn both high school and college credit upon successful completion of each course. Each semester of a USP course equates to one year of high school credit. The MCCA counselor maintains an updated Course Catalog.

Students pay MCCA tuition, plus a USP per-course fee of \$300, regardless of credit hours earned. Financial aid and reimbursement options may be available; consult the MCCA counselor for details.

To participate in the USP, students must:

- Be in their junior or senior year at MCCA
- Maintain a cumulative GPA of 3.0 or higher
- Complete the USP application process, including submission of a teacher recommendation form
- Be in good academic standing with no disciplinary issues

Interested students should apply at the end of their sophomore year.

USP courses are taught at a college-level and require a higher degree of commitment and study time. Students should expect to dedicate 6-10 hours per week, per course for study and assignments. Regular attendance and participation in class are mandatory. Students are expected to log in regularly, meet all deadlines, and maintain active communication with their college instructors.

Adherence to academic integrity is expected; violations may result in removal from the program. Students must take all quizzes, exams, and/or finals via their proctored instructor. If students know they'll be absent during an assessment, they need to make arrangements ahead of time with their teacher. No makeup assessments may be taken un-proctored. MCCA will not excuse missed assignments or exams due to poor time management or lack of communication. Students are responsible to uphold the academic integrity policies of both the partnering university and MCCA. Cheating, plagiarism, or AI-misuse will result in disciplinary action and potential removal from the USP program. (Please see MCCA's general AI policy.)

USP students must also meet any MCCA-specific requirements, such as school deadlines, communication standards, and academic integrity expectations. MCCA teachers may assign additional course requirements.

MCCA recommends that students not enroll in more than two-three USP courses per semester. Students should take no more than three challenging courses simultaneously without prior consultation with the counselor. Course selections should be made in collaboration with the MCCA counselor to ensure a balanced workload.

Students will have access to support from MCCA teachers, university professors, and academic advisors. Regular check-ins and program assessments will be conducted. Students are encouraged to proactively seek help if they encounter difficulties.

Grades earned in USP courses will appear on both the high school and college transcripts. Students must complete both college and MCCA requirements to earn dual credit. A failing grade, as defined by the university's grading scale, will result in an automatic failure of the dual-enrollment course, regardless of the grade or effort in the MCCA portion. If a student fails to meet the college's passing criteria, it will result in an F on both transcripts, regardless of performance in the high school components. The student will not receive college credit or high school credit for the course. A failing grade will remain on the student's college transcript, which may affect future admissions or financial aid eligibility. The failing grade will also be recorded as an F on the MCCA transcript. Students may choose to retake the course for credit recovery if available in their MCCA schedule. A failed USP course also will not receive a weighted GPA.

WEIGHTED GPA CORRELATIONS		
PERCENT	LETTER GRADE	GPA POINTS
97.5-100	A+	5.0
92.5-97.49	A	5.0
89.5-92.49	A-	4.7
87.5-89.49	B+	4.3
82.5-87.49	B	4.0
79.5-82.49	B-	3.7
76.5-79.49	C+	3.3
72.5-76.49	C	3.0
69.5-72.49	C-	2.7
67.5-69.49	D+	2.3
62.5-67.49	D	2.0
60-62.49	D-	1.7
%<59.9	F	0

USP courses may fulfill graduation requirements and are generally transferable; however, students should verify transfer policies with prospective colleges. Participation in the USP may impact student eligibility for programs like the Alaska Performance Scholarship and NCAA; consult the MCCA counselor for guidance. Homeschool organizations may reimburse non-faith-based USP courses. MCCA will provide necessary curriculum information for reimbursement purposes.

CREDIT RECOVERY

Mountain City Christian Academy is committed to helping students remain on track for graduation while maintaining academic integrity and rigor. Credit recovery options are determined based on where the original course was taken.

- Credits from a school attended prior to MCCA
Students who transfer to MCCA with failed or incomplete credits from a previously attended school may complete credit recovery through a homeschool credit recovery option, when approved by administration.
 - Homeschool recovery coursework must be pre-approved by the Guidance Counselor.
 - Curriculum, pacing, and accountability measures must meet MCCA academic standards.
 - Documentation of completed coursework must be submitted for transcript consideration.
 - Final approval of recovered credit is determined by administration.

This pathway allows flexibility while ensuring academic expectations are upheld.

- Credits from courses taken at MCCA
If a student does not successfully complete a course taken at MCCA, the credit must be recovered by retaking the course through MCCA.
 - The course must be retaken in full.
 - Partial credit recovery is not available for MCCA courses.
 - The retaken course will replace the original credit according to MCCA transcript policy.
 - Scheduling and availability depend on course offerings and staffing.

This ensures that MCCA coursework reflects the integrity and standards of our academic program.

Students and families seeking credit recovery should schedule a meeting with the Guidance Counselor to review available options, timelines, and graduation impact.

CURRICULUM STANDARDS

Our main curriculum source is provided by Bob Jones University Press. This curriculum has an emphasis on teaching all subjects through a Biblical worldview. Our teachers are the main source of the development of our curriculum as they develop daily lesson plans to meet the needs of our students. Our curriculum is rigorous and promotes critical thinking with an emphasis on practical application. Bob Jones University Press is a source of our curriculum for Mathematics, Language Arts, Science and Bible. At the secondary level, Institute for Excellence in Writing (IEW) supplements the Language Arts curriculum with an emphasis on writing and public speaking. The ABEKA curriculum is used for phonics and penmanship for grades K-2.

GRADE LEVEL DESIGNATION

The requirements for class designation are as follows:

- Sophomore - 6 units of credits
- Junior - 12 units of credits
- Senior - 18 units of credits

GRADE POINT AVERAGES (GPA)

The final GPA on the transcript will reflect both the weighted and unweighted grade point averages. Weighted grades are used to determine final class rank and valedictorian. MCCA has approved weighted grades for Advanced Placement (AP) and some college-level courses 200/2000, USP courses level 1000 and above are weighted.

Weighted grades will be calculated for MCCA USP courses and for non-core AP courses with a passing exam of 3 or higher and university non-core classes at 200/2000 or above. Students may not take an online university core course to replace core credit, no matter the level.

GRADING SCALE (ELEMENTARY)

Academic classes including Bible, History, Science, Spelling, Phonics, Reading, English, and/or Math use the following grading system:

ELEMENTARY GRADING SCALE				
PERCENT	LETTER GRADE		PERCENT	LETTER GRADE
98-100	A+		77-79	C+
93-97	A		73-76	C
90-92	A-		70-72	C-
87-89	B+		65-69	D+
83-86	B		60-64	D
80-82	B-		%<59.9	F

Music, penmanship, library, art, and PE use the following grading system:

- 90-100% "E" for Excellent
- 80-89% "S" for Satisfactory
- 70-79% "N" for Needs Improvement
- 0-69% "U" for Unsatisfactory

GRADING SCALE (SECONDARY)

Grades are issued at the end of each semester based on homework, quizzes, projects, and test grades. Students in grades six, seven, and eight who have failed two or more subjects in a given school year will be required to attend summer school before being promoted to the next grade level.

When calculating a student's GPA, standard high school classes are calculated on a 4-point scale. USP classes are calculated on a 5-point scale. 200 or 2000 level, non-core university classes and non-core AP classes with a passing exam score of 3 or higher, are calculated on a 5-point scale.

SECONDARY GRADING SCALE				
STANDARD GPA		WEIGHTED GPA		PERCENT
LETTER GRADE	GRADE POINTS	LETTER GRADE	GRADE POINTS	
A+	4	A+	5	97.5-100
A	4	A	5	92.5-97.49
A=	4	A-	4.7	89.5-92.49
B+	3	B+	4.3	87.5-89.49
B	3	B	4	82.5-87.49
B-	3	B-	3.7	79.5-82.49
C+	2	C+	3.3	76.5-79.49
C	2	C	3	72.5-76.49
C-	2	C-	2.7	69.5-69.49
D+	1	D+	2.3	67.5-69.49
D	1	D	2	62.5-67.49
D-	1	D-	1.7	60-62.49
F	0	F	0	%<59.9

GRADUATION REQUIREMENTS

MCCA students follow a 4-year track to graduation after having met all the graduation requirements. In order to earn a MCCA diploma, enrolled students must complete all required core courses in person (see course catalog). Students who transfer in after freshman year will have transcripts reviewed and courses transferred on a case-by-case basis.

24 credits are required for graduation. Please see the course catalog for a list of required in-person courses and elective options that fulfill graduation requirements.

- All high school courses earn 0.5 credits per semester. Courses that have a total duration of only one semester will be awarded 0.5 credits upon successful completion.
- USP courses earn 1.0 credit if completed with a 69.5% or higher.
- Transfer credit for non-core, university courses of 200/2000 level, equivalent level, or higher will transfer in for 0.5 credits and receive a weighted GPA.
- Transfer credit for non-core, AP courses that receive a 3 or higher on the AP exam, will transfer in for 0.5 credits per semester and receive a weighted GPA.

- To receive a diploma, a student must be enrolled at least one semester for all required, in-person courses, and must carry enough credits to finish the senior year. Essentially, a student cannot transfer in and graduate - they must attend for at least one semester and complete the necessary coursework.
- Students may obtain a waiver of 0.25 credits for each full season of an ASAA-sanctioned sport participated in through MCCA. Students may fulfill all the MCCA PE requirements of 1.5 credits through sports participation. This waiver will be designated by a "K" on the student's transcript. The 0.5 credit Health class requirement will not be waived, and must be taken in-person at MCCA..
- A student may re-enroll for one additional year if he/she did not graduate in four years.
- Graduates are celebrated with a formal graduation ceremony followed by a reception each May. Students who are dual enrolled may participate in the MCCA graduation events regardless of their participation in ceremonies at their other schools. Seniors can walk at the graduation ceremony at both schools they are dual enrolled in.

Graduation requirements can be reviewed in the Course Catalog. See Graduation Requirement infographic in the Appendix.

HIGH SCHOOL TRANSFER CREDITS

- **Transfer In**
MCCA may accept credit that is posted on an official transcript from another educational institution on a case-by-base basis after a review by administration. See HOMESCHOOL/CORRESPONDENCE CREDIT for more information. See UNIVERSITY COURSE CREDIT for more information, Credit will be transferred as it appears on the sending transcript.
- **Transfer Out**
Credit is earned in 0.5 credit increments. Credit is posted on a transcript at the end of the first and second semesters of each academic year. If the student's financial account is current (completely paid), official transcripts are sent to the receiving school at the receiving school's request, or may be given to the parent in a sealed envelope at the parent's request. **MCCA will not provide records or transcripts to a requesting school, parents, or students if the student's account is not financially current during the academic year or paid in full at the end of, or after, a school year.**

HOMESCHOOL/CORRESPONDENCE CREDIT

MCCA may accept credit from homeschool/correspondence programs (e.g, Mat-Su Central, Family Partnership, IDEA, Denali PEAK, Raven, etc.). All credit earned through a homeschool/correspondence program while enrolled at MCCA will be transferred in on a case-by-case basis after a review from administration.

As part of our commitment to supporting diverse learning pathways, MCCA provides students the opportunity to participate in homeschool and university (non-USP) dual enrollment courses. To ensure proper record keeping and credit evaluation, proper notification of the dual enrollment courses your student is taking is imperative if you wish to transfer these credits to MCCA. All transfer courses intended for credit need to be pre-approved. (Please note not all homeschool or university courses are transferable.)

- **Approval process:**
MCCA will review each course on a case-by-case basis to ensure it meets the required academic standards and aligns with MCCA's curriculum. All courses must be pre-approved before the start of the semester.
- **In-Person Requirements:**
Please note that all required core courses must be taken in-person at MCCA and are not eligible for transfer credit (e.g., see Appendix for a list of in-person core courses).

- **Submission Deadline:**
All courses considered for transfer in, must be pre-approved before the start of the semester. Approved course transcripts are due 30 days after the completed course.

HONORARY SCHOOL COMMUNITY GRADUATE

The Honorary School Community Graduate recognition is awarded to graduating seniors who have demonstrated outstanding commitment to academic excellence, spiritual growth, community involvement, and leadership throughout their high school career.

To be considered eligible for the Honorary School Community Graduate designation, a student must meet all of the following requirements:

- **Spiritual Engagement**
 - Student must enroll in at least one in-person, full-year (or 2 semesters) core course, which may include Bible, Math, English, Science, or Social Studies.
 - Student must consistently participate in chapel services during enrollment.
- **Academic Achievement**
 - Student must maintain a minimum GPA of 2.5 throughout MCCA core courses.
- **Extracurricular Involvement**
 - Student must actively participate in at least one club or athletic sport each year during enrollment.
- **Community Contribution**
 - Student must make a meaningful contribution to the school community in at least one of the following areas:
 - School leadership / house leadership
 - National Honor Society (NHS) membership
 - Faithful church, after school activity, and school community event attendance
- **Character and Conduct**
 - Student shall have no disciplinary issues on record.
 - Student shall have demonstrated respectful and honorable behavior, as recognized by both peers and faculty.
- **Academic Verification**
 - Student must submit official high school transcripts from the graduating school as part of the qualification process.
 - Honorary School Community Graduates will not qualify for MCCA academic awards, or as the class valedictorian or salutatorian.

Students who qualify as an Honorary School Community Graduate are eligible to participate in the graduation ceremony. However, they will not receive a MCCA diploma, as academic credit has been fulfilled through an external institution.

This designation is a mark of integrity, leadership, and dedication, reflecting a student's holistic commitment to the values of MCCA's school community.

HONOR CORDS

Students who meet these standards will be recognized for their outstanding commitment by wearing cords/stole at the MCCA graduation ceremony. This visible honor reflects a student's dedication to serving others while pursuing academic and personal growth rooted in Christian values.

- Honor Cord (GOLD)

To qualify for an Honor Cord, a student must meet the following criteria:

- Minimum cumulative GPA of 3.5 or higher (unweighted) by the end of the final semester of his/her senior year.
- Must be enrolled in a minimum of three in-person courses at MCCA during his/her senior year.
- Must uphold the standards of academic honesty and integrity as outlined in the MCCA Handbook.

Honor Cords will be awarded by the Academic Office prior to graduation. Students will be notified of their eligibility during the final grading period of their senior year.

- National Honor Society (STOLE)

To qualify for an NHS Stole a student must meet the following criteria:

- Active membership
 - The student must be an officially inducted member of the MCCA NHS chapter and remain in good standing until graduation.
- Commitment to Service
 - The student must complete a minimum of 15 service hours per academic year.
 - The student's service must benefit the school, local church, or broader community and reflect the student's heart for servant leadership.
 - The student's hours must be logged and submitted by the posted deadlines each school year.
- Upholding NHS Standards
 - The student must consistently demonstrate the four pillars of NHS:
 - Scholarship: Maintain the GPA requirement established by the MCCA NHS chapter.
 - Service: Participate in chapter activities and fulfill annual service requirements.
 - Leadership: Serve as a role model in school activities, both in and out of the classroom.
 - Christian Character: Exhibit integrity, responsibility, and Christlike behavior at all times.
- Faculty Approval
 - Final approval for NHS graduation recognition will be made by the NHS Faculty Council, based on the student's adherence to chapter expectations, behavior, and service documentation.

- University Scholars Program (USP) Honor Cord (SILVER)

- Student must maintain a minimum cumulative GPA of 3.0 or higher (unweighted) by the end of the final semester of his/her senior year.
- Student must be enrolled with a minimum of eight in-person USP courses at MCCA during their cumulative junior and senior years.
- Student must uphold the standards of academic honesty and integrity as outlined in the MCCA Handbook.

Since USP courses receive double high school credit (a one-semester USP course = 1.0 high school credits), USP honor cord recipients also qualify for the advanced diploma designation. USP honor cords will be awarded by the Academic Office prior to graduation. Students will be notified of their eligibility during the final grading period of their senior year.

KING TECH (ASD) COURSE PARTICIPATION GUIDELINES

Mountain City Christian Academy supports students who desire to expand their educational experience through career and technical courses offered by King Tech High School (Anchorage School District). These opportunities can provide valuable hands-on training and career exploration. Students may enroll in King Tech courses under the following guidelines:

- **Eligibility & Academic Priority**
 - Students must remain on track for **MCCA graduation requirements**.
 - Enrollment in King Tech courses may not cause a student to miss required core MCCA courses needed for graduation.
 - Courses required for MCCA graduation will take precedence over King Tech scheduling.
 - Students must remain in good academic standing to participate.
- **Scheduling & Attendance**
 - MCCA will make every reasonable effort to accommodate King Tech scheduling.
 - To assist with transportation and transition times, MCCA allows up to 10 minutes of early dismissal or late arrival for travel purposes.
 - Travel accommodations may not exceed 10 minutes.
 - Students are responsible for making up any missed work due to approved scheduling adjustments.
- **Responsibility & Communication**
 - Students and families must communicate King Tech schedules to the Guidance Counselor before the semester begins.
 - All scheduling arrangements must receive administrative approval.
 - Students are responsible for maintaining strong academic performance in all MCCA courses while enrolled in King Tech.

MIDDLE SCHOOL COURSE CREDIT

Students who complete Algebra 1 or two years of the same world language while in middle school will receive high school credit if they earn a grade of A or B. Correspondence or non-MCCA courses must be pre-approved by the counselor for credit. Credit will be posted on the high school student's transcript with the designation of 8th grade. These courses will impact the high school cumulative GPA. Students who earn a C will be required to repeat the course for high school credit. Students who have studied world language at the high school level, while in middle school, may earn graded elective credit (2 years = 2.0 credits; 1 year = 1.0 credit). For world language, the student's 4th quarter grade from the highest grade language course is the grade posted on the transcript in the 9th grade year. For world language, students must complete world language courses with a C or better. Families are responsible for requesting that middle school course work be added to a student's high school transcript.

PART-TIME ENROLLMENT (SECONDARY)

MCCA allows students to enroll in individual courses and be considered a part-time student. All part-time students must apply and enroll through the same process as full-time students and must adhere to the student handbook and code of conduct. See Tuition Rates & Fees sheet for prices in Appendix. Part-time student-athletes who play for MCCA must take an in-person Bible course and attend chapel. Part-time students who are not participating in extracurricular activities are not required to take a Bible course.

PRIVATE MUSIC LESSONS

Students are given the opportunity to participate in private piano, instrumental, or voice lessons for a 30-minute session once a week. Every attempt is made to take the student out of a non-core class. Some students, however, will need to be dismissed from their academic classes. Students are required to make up any classroom assignments they miss during these private lessons.

PROGRESS REPORTS

Parents will receive a progress report twice each semester. Parents may check their student's grades at any time through our school information system, FACTS.

PROMOTION/RETENTION (ELEMENTARY)

While there can be situations where promotion/retention are permitted and justifiable, they are very uncommon. In the rare instance where a grade level placement needs to be changed (promoted or retained), the school will seek input and collect data from testing to justify the request. Families will need to meet with administration to discuss and verify the justification of a grade level change.

SCHEDULES (SECONDARY)

All students in grades 6-12 are expected to take a full course load (7 classes). If any student does not take a full course load, he/she is required to leave campus or be in the student lounge during the periods he/she does not have class. Part-time homeschool students may be on campus for their assigned class and chapel only.

STUDENT LOUNGE

STUDENT SUPPORT PROGRAM (SSP)

MCCA provides specialized elementary academic support through the Barton Reading and Spelling System, a proven program for students with dyslexia and reading challenges. This structured approach focuses on phonemic awareness and decoding skills, with sessions held three-four times per week. We also offer general academic support, meeting with elementary students two-three times per week to strengthen foundational skills. Both programs are available for an additional cost. Study hall and individual tutoring sessions are offered to ensure every learner thrives. SSP balances that are not paid in full will forfeit the right to receive SSP services until the full, overdue balance, is paid in full.

TRANSCRIPTS

Student Transcripts/Academic records are available from the counselor. Academic transcripts are maintained and released in compliance with the Family Educational Rights and Privacy Act (FERPA). A *Transcript Request Form* must be completed prior to transcripts being released. Unless prohibited by law, transcripts will not be released unless all outstanding balances on the student's account are paid in full.

UNIVERSITY COURSE CREDIT

MCCA transfers credit using the following formula: 3 credit-hour university course is equivalent to 1 high school credit. The class and grade are posted as they appear on the sending transcript. MCCA accepts course credit from most universities. All university credit earned while enrolled at MCCA can be applied to either core or elective credit requirements. College courses cannot be used to replace failed high school courses. Receiving double credit for the same course is not allowed unless it is for grade recovery/replacement or certain repeatable courses such as individual recreation. Courses must be college-level (typically level 100 or 1000); remedial college courses require counselor approval and may not receive college credit or double high school credit. Grade reporting will reflect college transcript designations (Examples: NC=F, I=F, P=Pass, W=do not transcribe). If this is an issue, check with the counselor before taking courses to ensure your collegiate institution is approved for transfer credit.

VALEDICTORIAN/SALUTATORIAN REQUIREMENTS

To be considered for the position of valedictorian or salutarian, in addition to the regular graduation requirements, students must complete the following requirements:

- Four (4) credits of mathematics, Algebra I and higher.
- Four (4) credits of science, Physical Science and higher.
- NOTE: Only classes taught in-person at MCCA, while enrolled, will be counted towards valedictorian/salutarian GPA calculations. In the case of a tie for valedictorian, co-valedictorians will be recognized. In that instance, there will be no salutarian.

ACTIVITIES AND ATHLETICS POLICIES

Please refer to the *Extracurricular Handbook* for more information.

ACADEMIC REQUIREMENT

No student will be allowed to participate in or miss class for athletic or other extracurricular activities if he/she fails to maintain a 2.0 GPA, or has one D and one F, OR has two Fs on his/her weekly grade check. Weekly grade checks are generated regularly throughout the semester. Additionally, a student cannot participate in, or miss class for athletic or other extracurricular activities if he/she fails to meet the ASAA guidelines. A student may participate when grades have been raised to the standards previously stated after a mandatory one-week period of ineligibility. All part-time students who compete in an ASAA sanctioned activity through MCCA must be enrolled in a residential core course and attend chapel for the entirety of the academic year in which they participate in an activity. Middle school students must be enrolled in an MCCA core course and attend chapel for the semester in which their activity occurs.

ATTENDANCE AND TARDIES

Attendance is a vital component of both academic success and athletic accountability. Student-athletes willingly join a team and regular school and practice/game/competition attendance is an important indicator of their commitment to their academics, sport, and the overall success of their team and our athletic program.

CHAPEL ATTENDANCE REQUIREMENT

Weekly chapel attendance is required for all students participating in athletics. For an excused absence, students must receive prior administrator approval. A pattern of repeated chapel absences, **even excused**, may result in a review of the student's athletic eligibility. **For the purposes of this policy, repeated absences are defined as more than three absences in any given semester.** Administration may limit or revoke participation in practices, competitions, or team travel based on continued failure to meet chapel attendance expectations. **Any unexcused absence from chapel will result in the immediate revocation of competition participation following the absence.**

COACH NOTIFICATION

Students are responsible for notifying their coach of any planned absences and confirming that administrative approval has been granted, if applicable.

CONSEQUENCES FOR UNEXCUSED TARDINESS (SECONDARY) (see TARDINESS, SECONDARY pg. 40)

ELIGIBILITY FOR ATHLETIC PARTICIPATION FOLLOWING ABSENCE(S)

In order to maintain eligibility for participation in athletic games, meets, or practices, students must be present and on time the day of and the day after a meet/game/competition unless the absences are pre-approved.

EXCUSED ABSENCES AND ADMINISTRATIVE APPROVAL

Certain absences may be considered excused (e.g., medical appointments, family emergencies, college visits); however, not all excused absences guarantee athletic participation. Administration reserves discretion to make eligibility determinations due to absences and tardies.

PART-TIME STUDENT ATHLETES

Students enrolled on a part-time basis must be on time and present in all of their assigned classes on the day of the activity to be considered eligible. If absent from any portion of their scheduled day, they must follow the excused absence policy outlined below.

UNEXCUSED ABSENCES

Any unexcused absence will automatically disqualify a student from participating in athletic practices, games, or meets on the same day.

CLUBS

Student clubs may be formed if sponsored by an MCCA teacher with administration approval. School clubs are organized by the school for educational and school purposes.

CONDUCT

Any student who is placed under behavioral probation will be ineligible to participate in any extracurricular activities.

SPORT / ACTIVITY FEES

Prior to the first competition each student must pay the fees associated with his/her respective sport/activity. If the team travels outside the Anchorage area, team managers are responsible to pay the full sport fee, since they travel with the team. If the team does not travel outside the Anchorage area, the fee for team managers will be 50% of the athlete's fee for that sport. Sport/Activity fees must be paid before participating in the first game/meet/competition.

SUPPORT OF PARENT AND ATHLETE

MCCA expects parents and students to fully support the administration, staff, and programs in which the athlete participates, whether in an athletic program or otherwise. If at any time the school feels the behavior, support, or cooperation from the parents and/or student is lacking, the student may be dismissed from the activity or asked to withdraw from school. Please refer to the *Extracurricular Handbook* for more information.

BEHAVIOR AND DISCIPLINE POLICIES

ACADEMIC INTEGRITY POLICY: AI USE, PLAGIARISM, AND CHEATING

At MCCA, academic honesty is a foundational expectation for all students. Acts of dishonesty—including plagiarism, cheating, and the misuse of artificial intelligence (AI) tools—compromise the integrity of the learning environment and will be taken seriously.

- Definitions
 - Plagiarism is presenting another person's words, work, or ideas as your own without proper citation.
 - Cheating includes, but is not limited to:
 - Using unauthorized materials or receiving unauthorized assistance during assessments, tests, or assignments
 - Copying from another student or sharing answers
 - Taking tests outside of class without the instructor's permission or in an un-proctored setting
 - Collaborating when individual work is required
 - AI misuse refers to submitting work that is generated or assisted by artificial intelligence tools (e.g., ChatGPT, AI writing software) without the instructor's permission, regardless of how the tool was used.

The following are examples but not limited to acceptable and unacceptable uses of AI:

- Acceptable Uses
 - Using AI to generate topic suggestions for assignments.
 - Seeking explanations of complex concepts in subjects like math or science.
 - Requesting feedback on writing based on a provided rubric.
 - Learning proper citation formats (e.g., APA style).
 - Creating flashcards or quizzes to review for exams.
 - Summarizing long passages to aid comprehension.
- Unacceptable Uses
 - Submitting AI-generated essays, discussions, or assignments as original work.
 - Using AI to complete bibliographies.
 - Inputting homework questions into AI tools and copying answers.
 - Allowing AI to make direct revisions to assignments.
 - Using AI to bypass reading materials by summarizing books for book reports.

Each violation on a test, project, paper, or assignment in any class is treated as a separate offense. If a student is found to have violated the policy on multiple assignments, tests, or projects simultaneously (e.g., through investigation or technology audit), the number of violations will be counted individually. Multiple offenses discovered at once may result in immediate expulsion. The consequences escalate with repeated violations:

- First Offense - Zero on the assignments/test; 1-day suspension; integrity workshop.
- Second Offense - Zero on the assignment/test; 2-day suspension; academic probation; review for potential removal from academic honors, leadership roles.
- Third Offense - Zero on the assignment/test; loss of credit; expulsion.

Cheating violations that happen in USP courses are subject to both MCCA and the corresponding university's disciplinary actions.

Students are expected to:

- Submit original work
- Use AI-tools only when explicitly permitted by the teacher
- Take tests only in approved, proctored environments unless alternate arrangements have been made and approved by the instructor.

By choosing to attend MCCA, each student agrees to uphold these standards of integrity and accept the consequences outlined above if violated.

AIRPODS/HEADPHONES/WIRELESS EARBUDS

Airpods, headphones, and earbuds are not permitted for any reason during school hours. If a secondary student uses airpods, headphones, or earbuds, he/she will receive a detention.

ALCOHOL

Students that drink alcoholic beverages on or off campus will face disciplinary action up to and including expulsion.

BEHAVIOR

Students are expected to consistently maintain a positive, respectful, cooperative attitude toward anyone in authority on Mountain City Church or MCCA property. Insubordinate, disrespectful attitudes, griping, and actions or attitudes which are disruptive to or out of harmony with the school's *Statement of Faith, Code of Conduct*, or mission as determined by the administration. will not be tolerated. Students whose attitudes are determined to be consistently negative, uncooperative, and/or disrespectful will be subject to discipline and will be asked to withdraw from school.

BULLYING AND/OR HARRASSMENT

Bullying/harassment is a single act or course of conduct directed toward an individual or group of people that serves no legitimate purpose other than to annoy, intimidate, frighten, alarm, torment, or abuse that person or group. Examples of harassment may include but are not limited to:

- Either directly or indirectly making demeaning remarks, name-calling, racial slurs, or jokes towards another individual; cyber-bullying and harassing use of cell phone pictures/videos.
- Physically threatening or harming an individual.
- Displaying harassing visual or written materials aimed at harming another individual.
- Defacing, damaging, or destroying property or material of another individual.

Bullying/harassment is taken very seriously and will not be tolerated at MCCA. Threats may warrant parental conference, detention, suspension, or expulsion.

CELL PHONE OR SMART WATCH

Cell phones and smart watches may not be used during school hours; use is also prohibited in locker rooms and bathrooms. If elementary students have a device out, the device will be turned in to the Elementary Office and the parent must claim it. If secondary students have a device out, it will be turned in to the Secondary Office, the student will receive a detention, and the student may pick up the device at the end of the day.

CODE OF CONDUCT

The mission of Mountain City Christian Academy is to develop Christ-centered world changers who will exhibit a Christlike life in word and deed. Even though individuals may personally believe differently, while enrolled at Mountain City Christian Academy, all students are expected to exhibit the qualities of a Christlike life espoused and taught by Mountain City Christian Academy and, therefore, refrain from certain activities and behaviors.

Though we recognize it would be impossible to make rules to govern every type of offense the following items are expected to be strictly observed by all Mountain City Christian Academy students:

- Maintain regular and consistent church attendance with an established, biblically based church congregation (Heb 10:25).
- Love your neighbor as you would love yourself (Mk 12:30-31).
- Do unto others as you would have them do unto you (Matt 7:12).
- Work heartily as to the Lord and not unto men (Col 3:23-24).
- Flee worldliness and sinful lusts (2 Tim 2:22).
- Be an example of holiness for all believers in word and deed (1 Tim 4:12; Tit 2:7).
- Do not drink alcoholic beverages or use, in any way, tobacco or tobacco related products or paraphernalia of any kind (Ex 10:7, 15, 16; 1 Cor 6:19, 20; Eph 4:29-32).
- Do not use or possess, or make pretense for using, possessing, or encouraging others to use or possess narcotics or drugs of any kind including, but not limited to, marijuana, cocaine, heroin, or nicotine (1 Cor 6:19, 20; Eph 5:18).
- Make all your communication (verbal and non-verbal) positive and edifying to all who hear or see. Do not utter vulgarity, profanity, lies, gossip, or slander at any time (Matt 5:37; Eph 4:29, 32; Col 3:9; 4:6; Jms 5:12).
- Do not exhibit in your attitudes, words, dress, or behavior evidence of not wanting to uphold the Christian testimony of the name of Jesus or Mountain City Christian Academy (Jas 3:13; 1 Pet 1:15).
- Maintain a consistently positive and cooperative attitude (Phil 2:2, 3; 4:8). Insubordinate attitudes and griping will not be tolerated.
- Do not steal or cheat or assist others, either employees or students, in theft or cheating (Ex 20:15; Eph 4:28).
- Do not destroy, vandalize, or harm in any way the property of Mountain City Christian Academy, fellow employees, or students.
- Students are not to kiss, hold hands, or have close bodily contact. (Prov 20:11).
- Do not practice, condone, or encourage any form of sexual immorality (Gen 2:24; Matt 19:4,5; Lev 20:13; Rom 1:27). This includes all forms of behavior or practice of homosexuality/bisexuality/transgenderism. Sexual relationships outside of the marriage covenant between one man and one woman, pornography, (printed or digital material, including "sexting"), and homosexuality are all prohibited for students of Mountain City Christian Academy.
- Do not behave in a manner that contradicts your biological sex at birth (Gen 1:26, 27; Matt 19:4, 5). Only wear clothes designed or intended for your God-given sex at birth. Only use restrooms, locker rooms, and changing facilities designed for your God-given sex at birth.

NOTE: Students are expected to abide by the standards of conduct for the entirety and duration of the time they are enrolled at Mountain City Christian Academy (this includes school time, summertime, weekends, and holidays, whether at school, home, or elsewhere). Students found to be out of harmony with this Code of Conduct may be subject to potential disciplinary actions up to and including termination of enrollment.

DIGITAL AND SOCIAL MEDIA

Any online postings or electronic transmissions must be consistent with federal and state laws, as well as MCCA guidelines (including those listed below). Specifically prohibited behaviors include but are not limited to:

- Derogatory language regarding church/school personnel or other students or their families.
- Comments designed to harass or bully anyone.
- Exposed, sexually oriented, or indecent photos, images, or altered pictures (i.e., sexting-the act of sending, receiving, or forwarding sexually explicit or suggestive messages, photos, or images). Sexually explicit, profane, lewd, indecent, illegal, or defamatory language/actions. Use of school computers to view the above said violations.
- Students accessing violations at school on their own devices.
- Distribution of hard copies of violations on school property.

Students engaged in such activities are subject to federal and state laws, as well as school discipline.

DISCIPLINARY ACTION: DETENTION (ELEMENTARY)

Beginning the second semester, 5th grade students may be issued detentions by administration for repeated or significant disciplinary issues as a means of corrective guidance and to prepare them for middle school. See below for more information about how detention works.

DISCIPLINARY ACTION: DETENTION (SECONDARY)

Detentions will be served on Tuesdays and Thursdays from 3:10-4pm. A student must report directly to detention by 3:15pm and must serve the detention in its entirety or else that service will become void, and the student will be asked to serve another detention. If a student has accumulated 5 unserved detentions, they will be suspended or assigned a service project at the discretion of administration. Detention will have priority over other after-school activities.

When a student is given a detention, the teacher will fill out the Detention Slip in duplicate. The infraction will be recorded on the form, signed by the teacher and the student to acknowledge his/her receipt of the detention. The teacher issuing the detention will give one copy to the Elementary or Secondary Office and the duplicate form will be taken home by the student to be signed by a parent. The signed form must then be turned into the Elementary or Secondary Office by the student the next morning before school starts. If the student fails to bring the signed form back to the office on the following regular school day the student may be given another detention.

DISCIPLINARY ACTIONS: SUSPENSION AND EXPLUSION

A suspension is a temporary removal from both the school day and any school-sponsored or scheduled activities (including athletics, performances, and events) for the full date(s) of suspension. Students are responsible for completing all missed academic work during a suspension according to the school's makeup work policy. Students who have been suspended may not attend school functions, be present on school grounds, or participate in any school-related activities during the suspension period.

Expulsion is the removal of a student from Mountain City Christian Academy for the remainder of the academic year due to serious or repeated violations of school policies. Students who have been suspended or expelled may not attend school functions, be present on school grounds, or participate in any school-related activities during the expulsion period.

Families who wish to re-enroll an expelled student for the following school year must submit a request for review. Re-enrollment is not guaranteed and will be subject to administrative approval based on a thorough review of the student's behavior, academic standing, and readiness to rejoin the school community.

DISRUPTIVE BEHAVIOR

Disruptive behavior which interferes with the normal school day, including school-sponsored activities or classroom learning, may be subject to disciplinary action.

DRESS CODE VIOLATIONS

Teachers are to report any apparent violations to administration. If, in the opinion of administration, the dress code is violated, the following will happen:

- Dress code warning #1: Violation sent home, signed by parent, and returned to school
- Dress code warning #2: Violation sent home, signed by parent, and returned to school
- Dress code warning #3: Parent(s) will be called to bring clothing while the student waits in the office.

DRUGS

Students who take any form of substance, on or off campus, will face disciplinary action and potential expulsion.

HARRASSMENT (see BULLYING)

HEADPHONES (see AIRPODS)

IT POLICIES

Any authorized or unauthorized use, in school or out of school, of computer software, computer networks, telecommunications devices, information technology, and related technologies, which disrupts or interferes with the educational process or contradicts school policy in any manner is prohibited and will result in school discipline and potential expulsion.

PORNOGRAPHY

The school considers sending, sharing, possessing, viewing, pictures, text messages, or digital transmissions that contain a sexual message or image a violation of this policy. Violations will result in school discipline, up to and potentially including expulsion, and the notification of local law enforcement. Students aware of any such behavior are required to immediately report these behaviors to a school administrator when appropriate..

PROBATION

A student will be placed on disciplinary probation when the administration feels that his/her behavior does not align with or abide by the rules of the school. During this probationary period some privileges will be denied (such as extracurricular activities), and the student will be observed carefully to see if he/she is making any real effort to improve his/her attitudes and actions. The administration reserves the right to determine whether a student's probation will be lifted.

READING MATERIAL

Students must only possess appropriate reading material. If a teacher or the administration finds inappropriate reading material in the possession of a student, said material is subject to confiscation and the student's parent will be notified.

RECKLESS OR UNSAFE BEHAVIOR

Actions or behavior that jeopardize the safety and/or welfare of people are prohibited. Throwing objects, horseplay, pushing, and shoving are examples of unsafe behavior and may result in disciplinary action.

SCHOOL FUNCTIONS

No student will be allowed to participate in any official function of the school if his/her conduct and/or dress does not reflect the standards of the school. All school rules apply on all field trips and on all schoolsponsored events on, or away from, the school campus.

SEXUAL MISCONDUCT

Students who are found to be guilty of sexual misconduct of any kind will face disciplinary action and potential expulsion. Students are not to kiss, hold hands, or have close bodily contact.

SOCIAL MEDIA AND ELECTRONIC USE POLICY

The administration reserves the right to monitor students' publicly accessible social media activity. All online activities of students-whether at school or away from school, including social media posts, blog entries, comments, emails, chats, or any other electronic communications-must adhere to the school's *Code of Conduct* and the ministry's *Statement of Faith*. Students may face disciplinary action, up to and including expulsion, for any online activity that disrupts the spiritual or educational environment of the school or that violates the letter or spirit of the school's policies or *Statement of Faith*. Additionally, any online activities that come to the administration's attention that potentially involve or constitute past or potential criminal activity will be reported to the appropriate law enforcement authorities.

STEALING/THEFT

Students who are found to be guilty of stealing or shoplifting, at school or away from school, will face disciplinary action and potential expulsion.

THREATS

Threats are taken very seriously at MCCA. Depending on the nature and severity of the threat, disciplinary action up to, and potentially including, expulsion may occur. Students should understand all credible threats will be reported to the Anchorage Police Department.

TOBACCO

Students that use tobacco or vape products of any kind, on or off campus, will face disciplinary action and potential expulsion.

VANDALISM

Any student who vandalizes walls, desks, lockers, or any church/school property, regardless of when the actions occur will be required to pay for any damages. The school will not assume responsibility for the carelessness of a student.

WEAPONS

The possession and/or use of weapons, or items designed to look like weapons, while under school jurisdiction is strictly prohibited by municipal ordinance. Students guilty of weapons violations may not be allowed to continue at MCCA. Violations will warrant a parental conference and could warrant notification of the Anchorage Police Department with the possibility of suspension or expulsion.

FINANCIAL POLICIES

TABLE OF CONTENTS

Absences	27
Account Delinquency	27
Activity Fees	27
Continuous Enrollment	28
Course Specific Fees	28
Extended Care Program	28
FACTS Management	28
Financial Aid	29
Lunch Payment	29
Non-Sufficient Funds	29
Other Payments	29
Payment Plans	29
Tuition Payment Withdrawal	30
Tuition Payment Withdrawal Schedule	30

ABSENCES

There are no refunds, deductions, or allowances from the cost of tuition or other fees due to a student's absence, vacation, suspension, or any other reason, including emergency or prolonged unplanned school closures.

ACCOUNT DELINQUENCY

An account is considered delinquent if it falls a month behind or payment has failed three times. Accounts must be paid in full by the end of each academic semester. A student will be withdrawn for the upcoming academic year if there is an outstanding balance remaining on their account from the prior academic year. If a student is withdrawn from school for any reason, Mountain City Christian Academy leadership will not consider re-admittance until all past due balances are paid. Payment of the account does not guarantee readmittance. Re-admittance will only be decided by Mountain City Christian Academy leadership. Official transcripts will not be released to anyone who has an outstanding balance. If a student's account falls delinquent at any time during a semester, they will not be allowed to participate in any extra-curricular activities, including during school breaks, until their account is paid in full.

ACTIVITY FEES

Each extracurricular activity will have an associated Activity Fee that helps to cover the school's cost to offer this activity. This does not negate the need for fundraising for the purpose of purchasing plane tickets, travel gear, and other annual purchases that a team/group may choose to incur during their activity. Students joining anytime during the season will pay the full fee amount.

Activity Fees will be billed to your FACTS account and will need to be paid in full by the end of the first week of practice. If the fee is not paid by this time the student will be ineligible to participate in further practices or competitions until the fee is paid. No extensions will be granted.

Refunds will not be given if a student decides to quit after the first full week of practice or after payment is made. Refunds will not be given if a student is ineligible to participate due to non-compliance with GPA requirements (2.0 cumulative GPA). Students will not be allowed to participate in any extracurricular activities, including during school breaks, if their account is delinquent.

- High School athletic fee of \$300 per sport
- Middle School athletic fee of \$225 per sport
- High School Drama, Debate, & Forensics (DDF) \$300 per year

CONTINUOUS ENROLLMENT

MCCA has a continuous enrollment system. Your student/s will stay enrolled until you notify the Business Office of your student/s withdrawal. If you do not notify the Business Office by May 1st then your FACTS account will be billed for the upcoming academic school year, based on your current payment plan.

By maintaining continuous enrollment, you secure your child's place at MCCA without the need for re-enrollment each year.

COURSE SPECIFIC FEES

Some advanced and elective courses require additional fees for materials and projects. Upon registration to a course, you will be informed if that class requires an additional cost.

- Secondary Art Class - \$75/semester
- Secondary Music Class (Band, Choir, Jazz Band, or Orchestra) - \$50/semester
- Secondary Home Economics - \$75/semester
- Secondary Lab Fees (Biology, Chemistry, Anatomy, or STEM) - \$100/semester
- University Scholars Program (USP) Courses - \$300/class, per semester

EXTENDED CARE PROGRAM

MCCA offers a municipality-licensed after-school program for elementary students after school. The cost of enrolling in this program is \$400 per student, per month. If a student is not picked up by 5:30pm, their parent will have to pay a late-pick-up fee of \$1.00 per minute/per child for every minute past 5:30pm, billed to your FACTS account.

If your student only attends on Fridays, the weekly early dismissal day, your FACTS account will be billed \$150.00 per month/per student. To be billed correctly, you must let the Business Office know you only need Friday care.

FACTS MANAGEMENT

Mountain City Christian Academy has partnered with FACTS Management for all school operations including the maintenance of your financial account. At the time of your application, you will create a FACTS login. Once you have been accepted, you will use this login to gain access to your personal FACTS financial account. All your financial information will be available through your FACTS account.

FINANCIAL AID

All in-person students are allowed to apply for financial aid. Applying for financial aid does not guarantee financial assistance will be granted. The financial aid process is proctored through the FACTS portal accessible through our website or the FACTS family dashboard. From your FACTS family dashboard, you can click on Apply for Grant & Aid to start the process.

FACTS requires a \$45 **Financial Aid Application Fee** due at the time the application is submitted. Financial aid is awarded based on demonstrated financial need, as assessed by FACTS. Aid is not guaranteed and must be applied for annually. If a student on financial aid withdraws, voluntarily or involuntarily, the financial aid award cannot transfer to another student. Financial aid will be awarded by the end of May.

Online students are not eligible for Financial Aid.

LUNCH PAYMENT

Parents may load money into a pre-paid lunch account through FACTS. Elementary students who have insufficient funds will receive an emergency lunch of a cup of noodles and their FACTS account will be charged \$5.00. Secondary students may call home to have parents put money into their lunch account. FACTS will send out daily emails once the account reaches \$25.

NON-SUFFICIENT FUNDS

If a payment is returned, FACTS will assess a \$30 NSF Fee which is paid to FACTS and cannot be waived. They will then attempt to rerun the payment 15 days from the original withdrawal date.

If payment fails for the second time, Mountain City Christian Academy will assess a \$25 late fee and FACTS will rerun the payment again an additional 15 days from the second withdrawal date. If that date (the third withdrawal date) coincides with your next month's payment, FACTS will take both payments on the same day.

IF THE PAYMENT FAILS FOR A THIRD TIME YOUR ACCOUNT IS CONSIDERED DELINQUENT and FACTS will no longer attempt to withdraw the late payment. An alternative form of payment will need to be made with FACTS.

OTHER PAYMENTS

All payments will be made through the online FACTS Family Portal. This includes tuition, field trips, music fees, course fees, instrument rentals, athletics fees, late night fees, etc.

PAYMENT PLANS

During the final steps of the enrollment packet, you must select a payment plan. The payment plan options are:

- **Pay-per-semester**
First payment due on or after enrollment. Second payment due on or before December 31st. A family may choose what day of the month to have the bill withdrawn from their account. This plan is accompanied by a \$25 non-waivable Payment Plan Fee required by FACTS.
- **Pay-per-month (10-12 month options)**
Payments begin on the 1st of the month and continue monthly ending in May of the same academic year. A family may choose what day of the month to have the bill withdrawn from their account. This plan is accompanied by a \$55 non-waivable Payment Plan Fee required by FACTS.

TUITION PAYMENT WITHDRAWAL

Payments will be made online through your FACTS portal by automatic bank withdrawal or credit/debit card (A 2.95% service fee will be assessed on all credit or debit card payments).

TUITION PAYMENT WITHDRAWAL SCHEDULE

All auto-drafted tuition payments will be withdrawn on either the 1st, 5th, or 15th of each month. FACTS allows each family to extend their payment withdrawal date four times throughout the course of an academic year without charge for late payment. The extension date must be a business day within the same month as the original withdrawal date. This, however, must be done proactively before the originally scheduled withdrawal date.

Mountain City Christian Academy reserves the right to edit the policies in the Financial Policies section at any time.

GENERAL SCHOOL POLICIES

ABSENCES (see also: TARDINESS)

Parents may take their children out of school when they consider it necessary. Such absences, however, do place extra burdens upon both the student and the teacher and may jeopardize the student's opportunity to receive credit for a given subject. All students may only accumulate 17 total absences (excused or unexcused) in a semester before they do not receive credit for the semester.

Absences caused by sickness, death in the immediate family, doctor's appointments, legal obligations, or circumstances beyond one's control (weather) will be excused. The parent or guardian must call or email the school office by the next day giving the reason for the absence. If a parent does not contact the office the student's absence will remain unexcused. Once a student accumulates five (5) absences, parents are notified. On the tenth (10th) absence a student may be placed on attendance probation.

Any elementary student's arrival after 10:30am will be recorded as a full-day absence.

Should a student be absent without the knowledge or consent of their parent/guardian, he/she will be considered truant and will receive an automatic detention. Should a student be found truant on multiple occasions he/she could face disciplinary action up to and potentially including expulsion.

ADMISSIONS

Student candidates are evaluated on the basis of their character, academics, and behavioral background. Students enrolling at the kindergarten level must meet state age requirements. Those entering the kindergarten program must be five prior to September 1. First grade students should be 6 years old on or before September 1 and have completed a kindergarten program.

Parents must provide MCCA with current legal documents when custody rights have been established by a court of law. A family interview for all new families is the last step of admissions. It is at this time that the administrator seeks to understand whether these families are people of faith and desire their children to be taught within the guidelines of our Statement of Faith. All students need to have a positive attitude to attend MCCA. Acceptance for admission to MCCA is subject to availability of class space. The final decision for admission will be made by the Head of School. To serve the best interests of the school, the committee reserves the right to deny admission to any student who is evaluated as ineligible because of age, academics, character, behavioral problems, or unacceptable past conduct. Attendance at MCCA is a privilege, not a right. Withholding information or the deliberate misrepresentation of information on any document submitted to the school will subject the student to immediate dismissal. The school also reserves the right to withdraw a child if the parents or guardians fail to support the policies, teachers, and administration or if the parents or guardians are uncooperative and/or cause disruption to the school environment or process.

NOTE: The Administration reserves the right to determine whether MCCA has adequate and appropriate resources to enroll children with special needs. While MCCA does accept some students with special learning needs, MCCA does not have personnel to work exclusively with such students. While our teachers and staff do what they can to help such students where it is appropriate to do so, some students are better served in schools that have personnel trained to meet the student's specific needs.

AFTER SCHOOL POLICY (ELEMENTARY)

School is dismissed at 3pm on Monday, Tuesday, Wednesday, and Thursday. School is dismissed at 2pm on Fridays. Parents are welcome to enter the building, but should remain in the lobby until 2:50pm (1:50pm on Fridays). For 15 minutes following dismissal time, students will remain with their teachers. Kindergarten through second grade students will be dismissed from their classrooms. Third grade through fifth grade

students and teachers will gather in the Elementary Gym to meet parents for pick up. Any student who has not been picked up fifteen minutes after dismissal, and who is not enrolled in the Extended Care program, will be placed in the Elementary Office for late pick up. Beginning at 3:15pm (2:15pm on Fridays), a parent's FACTS account will be charged \$2.50/minute per child in late pickup care. Any parent arriving to pick up a student after placement in the office will need to sign the student out from the office. Secondary siblings may pick up elementary students after school. However, if the students are not leaving campus immediately, the elementary student(s) must remain under the direct supervision of the secondary sibling they were dismissed to. Those students should be waiting for rides in a designated location and should not be running around the building.

All school behavior policies are in effect after school. Consequences for violations of behavior policies will be the same as when school is in session and could include the revocation of the right to be picked up by a secondary sibling. Parents who desire to have a student follow a separate dismissal procedure such as walking home or walking out to a vehicle, must communicate the circumstances with administration via written communication. Alternate procedures, if approved, will be communicated in writing to the Elementary Office and classroom teacher.

For extended care information see *General School Policies - Extended Care Program (Elementary)* (p. 36). For before school information see *General School Policies - School Times (Elementary)* (p. 39).

AFTER SCHOOL POLICY (SECONDARY)

Secondary classrooms and the Secondary Office are closed each day at 3:30pm except for on Friday where classrooms are closed at 2pm due to early dismissal. MCCA does not provide supervision for secondary students before or after school. After school, students are to wait for their rides in the secondary lobby. All school behavior policies are in effect after school. Consequences for violations of these rules will be the same as when school is in session.

BAD WEATHER CONDITIONS

The leadership of MCCA will determine if closing the school will be necessary due to bad weather conditions such as icy roads, heavy snow, wind, etc. The leadership will consider all information such as the closing of the Anchorage School District (ASD) public schools. MCCA school leadership reserves the right to take the following actions:

- **Snow Day:** The building is closed and no learning will take place this day.
- **Delayed Start:** Learning takes place in-person, with a later start to the day.
- **Early Dismissal:** School is dismissed earlier than usual due to deteriorating conditions.

A separate decision will be made concerning after-school activities, such as sports events. MCCA will announce school closures by 6am, notifying parents via text message, email, and posting on the official MCCA Facebook page.

BIOLOGICALLY SEX-SPECIFIC FACILITIES AND ACTIVITIES

MCCA upholds Biblical principles regarding biological sex and maintains biologically sex-specific facilities and activities accordingly.

- Restrooms, locker rooms, and changing areas are designated based on biological sex at birth.
- Participation in biologically sex-specific sports teams, and other school activities will also be determined by biological sex at birth.
- MCCA remains committed to treating all students with respect and dignity while upholding the Biblical foundation on which the school is built. Parents with questions regarding this policy are encouraged to meet with school leadership for discussion.

CHAPEL ATTENDANCE

Chapel attendance is required for all full-time students. Part-time students who participate in an ASAA-sanctioned activity are also required to attend chapel weekly for the entire academic year.

CLOSED CAMPUS POLICY (SECONDARY)

Students who are sophomore grade level or lower are not allowed to leave campus for any reason before the end of school without prior consent of a parent via the Secondary Office. Those who fail to check out may be disciplined and may be considered skipping class or truant which will result in an automatic detention. Parents picking up students prior to 3pm must sign their student out through the Secondary Office.

Juniors and seniors, with a valid driver's license, may be permitted to leave campus during the designated lunch period with written parental permission and a liability release on file. Students may not transport other students unless the driver is 18 years old, the student driver's parent has provided written permission to drive other passengers, and each passenger's parent has also submitted written permission to the school. The school assumes no responsibility for accidents, injuries, or damages occurring during this time. Violation of these policies will result in disciplinary action and loss of driving privileges. Students who leave campus are legally responsible for themselves and persons they transport from or to campus. If returning students are tardy to their next class hour, detention(s) will be given.

DRESS CODE

MCCA is committed to academic excellence and a strong sense of community. Our dress code helps create a respectful, focused learning environment rooted in Christian values. By encouraging modesty, cleanliness, and professionalism, we promote unity, reduce distractions, and support students in their academic and personal growth.

BOTTOMS		TOPS	
ALLOWED	NOT ALLOWED	ALLOWED	NOT ALLOWED
<ul style="list-style-type: none"> - Blue jeans - Cargo pants (pockets on the side) - Denim pants - Dress pants - Jogger pants (cotton twill material only) - Khaki pants - Skirts/dresses (slit/length must be to middle of the knee) 	<ul style="list-style-type: none"> - Athletic pants, sweatpants, shorts, and dance pants - Leggings (unless under a dress or skirt) - Yoga pants - Pants with holes, rips, or tears - Tight clothing 	<ul style="list-style-type: none"> - Solid or patterned shirts - MCCA-issued shirts - Collared dress shirts or dress blouses - Polo or golf shirt - Turtlenecks - Sweaters - Crewneck sweatshirts - Church merch within MCCA dress code Guidelines - T-shirts - ¼-zip, ½-zip, or full-zip sweatshirts without hood 	<ul style="list-style-type: none"> - Logos larger than 3" (unless on MCCA or church apparel) - Non-MCCA issued shirts (unless church apparel) - Graphic T-shirt - Hoodies - Spaghetti strap tops or dresses - Visible undergarment straps - Bare shoulders, back, midriff, or low necklines
FOOTWEAR		OUTERWEAR	
NOT ALLOWED		NOT ALLOWED	
<ul style="list-style-type: none"> - Slippers - Snowboots (outside wear allowed only) - Heels higher than 2" (elementary students) 		The following are considered outerwear and must be removed inside campus buildings during the school day: <ul style="list-style-type: none"> - Hooded sweatshirts - Jackets or coats 	
STRICTLY PROHIBITED			
<ul style="list-style-type: none"> - Hats - Boys - makeup or nail polish - Elementary girls - makeup of any kind - Explicit words - Drug or alcohol paraphernalia - Cross-body bags and purses on the body (elementary) 		<ul style="list-style-type: none"> - Sexually explicit or sexually suggestive words or Images - Racial discrimination - Demons, witches, and/or sorcerers - Character, people, musicians, actors, messaging, or products that represent anything that the administration deems inappropriate 	

Teachers are to report any apparent violations of the Dress Code to the appropriate office. If, in the opinion of office personnel, the dress code is violated, consequences will follow those listed in *Behavior and Discipline - Dress Code Violations* (p. 25).

DRESS CODE, PE CLASSES

MCCA strives to create an environment that reflects our Christian values, promotes respect, and supports the physical well-being of our students. Our Physical Education (PE) attire policy is designed to ensure that students are dressed appropriately for PE class while maintaining modesty, comfort, and a sense of unity.

Students are expected to wear attire that is modest, appropriate for physical activity, and respectful of the school's Christian values. Clothing should not be too tight, too short, or overly revealing. PE attire should be clean, and only be worn during PE class times. PE attire is not allowed during non-PE times unless explicitly allowed for certain events or activities.

PE attire should follow these guidelines:

- **Tops:** Students should wear a plain t-shirt that has sleeves and covers the midriff when the arms are raised. Sleeveless tops must come to the edge of the shoulder. MCCA apparel shirts are acceptable as well.
- **Bottoms:** Athletic shorts (no spandex), sweatpants, or leggings (that are not see-through) are acceptable. Shorts must be of modest length, no shorter than mid-thigh.
- **Footwear:** Closed-toe athletic shoes with non-marking soles are required for safety and support. Sandals, flip-flops, or other open-toe shoes are not allowed.
- **Socks:** Socks must be worn with athletic shoes, and they should be appropriate for physical activity.
- **Jewelry and accessories:** For safety reasons, students should not wear jewelry (necklaces, earrings, bracelets, etc.) during PE class. If jewelry must be worn, it should be minimal and not pose a risk during physical activity.

PE teachers are to report any apparent violations of the PE Dress Code to the appropriate office. If, in the opinion of office personnel, the dress code is violated, consequences will follow those listed in *Behavior and Discipline - Dress Code Violations* (p. 25).

DUAL-ENROLLMENT, HOMESCHOOL/CORRESPONDENCE (SECONDARY)

Homeschool students may dual-enroll with MCCA. To qualify, students must meet the following requirements:

- Students are required to attend chapel every week.
- Students must enroll in at least one in-person, full-year (or 2 semesters) core course, which may include Bible, Math, English, Science, or Social Studies.
- If students do not select Bible as their core course, they must submit a letter of recommendation from their pastor, youth pastor, or a church elder (not a parent) to attest to their church involvement and spiritual development. **NOTE:** Administration reserves the right to require Bible as the core course if it is determined that the student needs spiritual development.
- Homeschool students who meet these prerequisites may participate in MCCA athletic/activity programs as an MCCA student. This student must remain in good standing academically and meet all participation guidelines as outlined in the *Extracurricular Handbook*.

EARLY DEPARTURE

A student must be signed out through the respective (secondary or elementary) office before leaving campus between 8:15am-3pm (2pm on Fridays). The office staff will summon the student to meet the parent in the lobby. Parents are not permitted to pick up a student from the classroom and then stop at the office to sign out. Away from campus (for example during field trips) students must be signed out from their supervising teacher.

EXTENDED SCHOOL CARE PROGRAM (ELEMENTARY)

Extended school care is available from 3:15 – 5:30pm, Monday-Thursday (2:15 – 5:30pm on Fridays) for an additional fee. Please note that the extended school program is only available to students at Mountain City Christian Academy. Elementary students who are enrolled in extended school care and haven't been picked up by the end of the school day, will be placed in the extended care program.

MCCA is a licensed extended care program and the municipality requires that all students enrolled in extended care **MUST** have a current physical exam (dated within a year of the first day of attendance) and then a new physical every two years.

Important: Those parents taking advantage of our extended school program are reminded that this is available on regular school days, and it is not available during any school holidays or in-service days.

IMMUNIZATION RECORDS

All students must provide up-to-date immunization records to the Nurse's Office. All students are required to have a full series of the following immunizations:

DTaP (Diphtheria-Tetanus-Pertussis)	Polio,	Hepatitis A
MMR (Measles, Mumps, Rubella),	Varicella (Chicken Pox)	Hepatitis B.

A TDaP is required 10 years after the last DTaP was administered.

Should a family choose not to have their children vaccinated, they must submit a completed Medical or Religious Exemption form to the Nurse's Office. Religious immunization exemptions must be completed yearly after July 1st for the upcoming school year. Medical immunization exemptions need to have the form completed only once by an Alaska-licensed MD, DO, ANP, or PA.

See immunizations requirements in the Appendix (p. XX).

LIBRARY RULES

Books are checked out for one week with the privilege of a one-week renewal. If a student is absent on the day his/her book is due, the book will then be due on the day he/she returns to school. If a book is not found, the student will be charged for the price of the book. A fine will also be charged for any excessive damage done to a book while checked out. No student is to repair a damaged book.

LOCKERS (SECONDARY)

Each student will be assigned a locker and will be provided with a combination padlock. Lockers are provided for the secure storage of books, supplies, coats, backpacks, and other personal items during the school day. Students must use their assigned locker regularly and store their backpacks, books, coats, gym clothes, and other personal items in their locker at all times during the school day (except when arriving or departing school). Backpacks, bags, and similar items are not permitted in hallways, classrooms, lunch areas, or other common spaces during instructional time.

The following locker guidelines should be observed:

- Always lock your locker.
- DO NOT GIVE THE LOCKER COMBINATION TO ANYONE.
- DO NOT store valuables in the locker.
- Inform the school office of any mechanical or security problem with your locker.
- Locker changes must not be made without authorization from the school office.
- Students are responsible for the condition of their lockers, both inside and out.
- Students will be disciplined for vandalizing lockers in any way. Vandalism of any kind may result in the student being required to pay for any damages.
- Lockers and locks may be examined by the school officials when deemed necessary.
- ONLY locks provided by MCCA are permitted to be used. No personal locks on lockers are allowed.
- A fee of \$10.00 will be charged for lost locks.

LUNCH CARDS AND CHARGES

Parents may load money into a pre-paid lunch account through FACTS. Elementary students who have insufficient funds will receive an emergency lunch of a cup of noodles and their FACTS account will be charged \$4.00. Secondary students may call home to have parents put money into their lunch account. FACTS will send out daily emails once the account balance reaches \$25.00.

LOST AND FOUND

There is an elementary lost and found located near the door exiting to the playground. A secondary lost and found is located in the back hallway near the Student Union. Please be sure your students personal items are labeled. Unclaimed lost and found articles will periodically be displayed and then disposed of.

NEWSLETTER

Weekly school newsletters are sent home via email and text alert containing a link every Friday.

NURSE'S OFFICE

The Nurse's office is open from 8am to 3pm (2pm on Fridays) every school day. This office is provided by the school to assist with first aid, administration of medications, and aiding children who become ill during the school day. Parents should not send children to school who are ill in the morning. This is for the welfare of your child(ren) and others.

All medical and associated information is considered strictly confidential by the Nurse's office personnel. A fever is considered 100.4°F or above. Students may not come to school if they have had a fever in the last 24 hours. To return to school, students must be fever-free for 24-hours without the use of fever-reducing medication (acetaminophen- or ibuprofen-containing products) and feel well enough to fully participate in activities. If a student is sent home from school with a fever, he/she may not return the next day.

For immunization information see *General School Policies - Immunization Records* (p. 32) or the Appendix (p. XX).

PARENT(S) WHO ARE OUT OF TOWN

Parents or legal guardians who leave their student(s) under another adult's supervision (e.g., deployment, weekend in Seattle, etc.) need to advise the school office of their arrangements prior to their departure.

PARENT-TEACHER MEETINGS (PTM)

Parent-teacher conferences are held throughout the year to discuss student progress. The parents, the teacher, or administration, if necessary, can request additional conferences.

PART-TIME STUDENTS

Part-time students may enroll in course(s) on a space-available basis and in the same time frame as full-time students. See Tuition Rate Sheet in Appendix.

PICK-UP OF STUDENTS

The school maintains an authorized pickup list for each student, based on information provided by parents/guardians during enrollment, updated by parents through their FACTS Family Portal, or updated via the office. This list includes parents/guardians and any additional individuals (e.g., relatives, caregivers) authorized to pick up the child. Each individual may be authorized as a pick-up person, an alternate emergency pick-up/contact, or both. No individual will be permitted to pick up a student unless they are on the child's authorized list(s). Individuals picking up a student must be prepared to provide photo identification. MCCA staff will verify authorization before the student is released.

In cases of joint custody, each parent may have a separate authorized pickup list depending on custody arrangements and times.

Parents/guardians are responsible for promptly notifying the school office in writing of any changes to authorized pickups or custody arrangements. Failure to follow this process may delay pickup or result in law enforcement involvement if there are concerns about unauthorized attempts.

PLEDGES

Students are expected to stand and say the pledges when prompted.

- **Pledge to the American Flag:** "I pledge allegiance to the flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all."
- **Pledge to the Christian Flag:** "I pledge allegiance to the Christian flag and to the Savior for Whose Kingdom it stands; One Savior, crucified, risen, and coming again, with life and liberty for all who believe."
- **Pledge to the Bible:** "I pledge allegiance to the Bible, God's Holy Word. I will make it a lamp unto my feet and a light unto my path. I will hide [its words]* in my heart that I might not sin against God."
*Also acceptable "I will hide God's words..."

PHYSICALS

A physical exam is not required for school entry; however, students involved in sports must provide proof of a physical exam dated within 18 months. Students involved in the after school care program must provide proof of a physical exam dated within 12 months.

PROPERTY SEARCH POLICY

MCCA reserves the right to search anything on school property including vehicles, lockers, bags, backpacks, coats, or electronic media devices to ensure that students are not in possession of items not approved of by the school.

RECESS (ELEMENTARY)

Elementary students, K-5th grade, will go outside for recess when temperatures equal, or are warmer than, 0° F. Students are expected to have appropriate winter clothing to include warm headgear, insulated foot gear, gloves/mittens, and a coat. There is not an alternative, indoor activity or space provided during recess time. A doctor's note is required to exclude a student from participation in outdoor activities.

SCHOOL TIMES (ELEMENTARY)

Elementary-aged children should be dropped off or walked into the building using the Elementary entrance. Supervised care is provided by school staff for elementary students in the Elementary Gym at no charge to parents between 7-8am. All students arriving between 8-8:15am should go directly to their classrooms; students are not permitted to wait unsupervised at the classroom at any time..

Students arriving after 8:15am should go directly to the Elementary Office for a tardy slip before proceeding to their classrooms.

For after school information see *General School Policies - After School Policy (Elementary)* (p. 31).

For extended care information see *General School Policies - Extended School Care Program (ELEMENTARY)* (p. 36).

SERVICE HOURS

Service is the backbone of our school's community spirit. Each family at MCCA is required to contribute service hours to support our school community.

- Families with only part-time students are required to contribute 5 hours per school year.
- Families with any full-time student(s), who receive no financial aid, are required to contribute 10 hours per school year..
- Families who receive financial aid are required to contribute 20 hours per school year.

This policy fosters a collaborative environment, strengthens school-family connections, and ensures the success of our numerous events and programs. Family-involvement directly enhances the student experience by:

- Supporting teachers and staff in delivering exceptional education and extracurricular activities
- Building a tight-knit community where families, students, and staff work together
- Reducing operational costs, allowing more resources for academic and extracurricular programs
- Modeling service and leadership for our students, reflecting our Christian values

MCCA hosts over 30 events and activities annually that rely on community support, including athletic events, fundraisers, classroom activities, and community outreach programs. These events require dedicated supporters to ensure they run smoothly and provide meaningful experiences for our students.

Families can fulfill their service hours in a variety of ways, including but not limited to:

- Assisting in classrooms (e.g., reading groups, project support, subbing)
- Helping at athletic events (e.g., manning the gate, score keeping, some concessions*, transportation)
- Helping at basketball/wrestling tournaments (e.g., setup, cleanup, registration)
- Donating items (at a rate of \$25=1 service hour) or helping organize the annual gala
- Assisting in the lunchroom (e.g., serving, cleanup)
- Participating in campus beautification projects or special events

*** Time served at events specifically raising funds for a team, trip, or group may not be eligible to also claim for service hours. Please verify with the event sponsor.**

At the end of the school year, any service hours that have not been fulfilled will be charged at a rate of \$25 per hour via the family's FACTS account.

We understand that some families may face challenges in fulfilling volunteer hours. If your family is unable to serve due to special circumstances, please contact us to discuss alternative arrangements. We are committed to working with all families to ensure fairness and support.

To explore volunteer opportunities, to ask questions, or to discuss special circumstances please contact Sheri Pankion (Communications Coordinator) at spankion@mountaincitychristian.com.

SERVICE HOUR TRACKING

A Service Hours Logbook is available at the Elementary and Secondary Offices for families to record their service hours. Hours may also be logged independently through FACTS; this operates on the honor system. Please ask at either office for a handout on using FACTS to log hours or check the balance on your service hours. The office will periodically update families on their progress toward service hour completion.

TARDINESS (ELEMENTARY) - See School Times (Elementary) (p. 39)

TARDINESS (SECONDARY)

To gain the most from MCCA, it is important that each student strives to be on time and attend school faithfully. Students are considered tardy if they are not in their classroom by 8:15am.

Tardiness disrupts instruction and hinders academic progress. We recognize that certain tardies are unavoidable, however proper documentation via parent note or call is required to receive an excused tardy.

An excused tardy is defined as a late arrival to school or class due to:

- Illness
- Death in the immediate family
- Medical or dental appointments
- Legal obligations (e.g., court appearances or appointments)
- Extreme weather or circumstances beyond one's own control (e.g. emergency vehicles across the end of the driveway, accident on the highway, a dead car battery, etc.)
- A late arrival over which you have control, but prior arrangements were communicated with the office may be excused (e.g., A birthday breakfast out with grandma, etc.)

An unexcused tardy is defined as a late arrival to school or class due to:

- Oversleeping
- Unpreparedness
- Failing repeatedly to allow enough time to safely get to school
- Tardies which might otherwise be excused, but lack the proper documentation/notification by a parent or adult guardian

Consequences for a secondary student's accumulated unexcused tardies per semester include:

- 1st-3rd: Verbal warning (office notification)
- 4th-5th: After-school detention (parent notification)
- 6th: School suspension
- 7th+: Administrative review

TESTING

MCCA offers a variety of testing opportunities to our students to provide insight on student progress. These assessments help us to personalize instruction and provide the academic support that each child needs. Our standardized testing includes MAP, NAEP, PSAT, SAT, and ASVAB testing.

TEXTBOOKS

If a student destroys or loses a textbook, that student's FACTS account will be charged for a replacement textbook.

VISITOR POLICY

Please feel free to consult with the respective (Secondary or Elementary) offices regarding any problems or questions that concern your child. It is the desire of the administrators and the faculty to be of service to both parent and student. Each teacher welcomes a visit from any parent. Such visits must be made by appointment with the teacher at a mutually convenient time.

All visitors during school hours must sign in at the respective (Secondary or Elementary) office, may be asked to show ID, and must receive a visitor's pass. This pass should remain visible to any staff for the entirety of the time the visitor is on campus. Staff may ask to see a pass or request that a visitor return to the office to secure a pass if one is not visible or made available upon request.

WITHDRAWAL

Parents or legal guardians planning to withdraw a student from MCCA must notify the Business Office. If your student is withdrawn from MCCA before the 15th of the month, your tuition will be prorated to the end of the 1st two weeks. If the withdrawal is after the 15th, you will be charged the full month's tuition. The material fee is NOT refundable. A refund check will be issued for any remaining prepaid tuition. Families must return all school property and settle any outstanding financial obligations. Records are released upon request when financial commitments have been fulfilled.

Re-enrollment procedures, including payment of any applicable fees, must be followed if the family wishes to return a withdrawn student in the future. For questions or concerns, please contact the Business Office.

SAFETY AND SECURITY

CLOSED CAMPUS

MCCA maintains a closed campus. All exterior doors to the building are secured and there are video doorbells at the three main entrances. These physical security measures protect every child in the building while they are in classes, at practices, and during events.

MCCA also has full-time security staff in the building. These highly-qualified security members train yearly on tactics, techniques, and procedures to respond quickly to any situation ranging from medical emergencies to active shooters.

The facility has many cameras across the campus that aid in providing the highest levels of security for our students and faculty.

EMERGENCY PROCEDURES

It is the goal of MCCA to create and maintain a safe and secure environment in our school. We have a set of practices in place to provide direction for staff and students in cases of an emergency. Fire/evacuation drills are conducted monthly. In addition, we conduct the following drills regularly, but on an unpredictable schedule:

- Duck, Cover, and Hold
- Lock Down
- Stay Put

SECURITY CAMERA FOOTAGE POLICY

To ensure the safety and confidentiality of all children, students, families, and staff, Mountain City Christian Academy and Little Mountain Movers Academy utilize security cameras throughout our facility. These cameras serve as a tool for promoting a secure environment and supporting our commitment to student protection.

Security camera footage is considered confidential and is not shared with parents, students, or general staff. This policy protects the privacy and rights of all individuals recorded and aligns with our responsibility to maintain student and staff confidentiality.

Security footage may be reviewed and/or released under the following circumstances:

- To authorized members of the school and childcare leadership team for internal review
- To attorneys who make a formal request in writing from their respective law firms with legal ruling
- To law enforcement agencies in response to a formal report or investigation

Unauthorized viewing, sharing, or use of footage is strictly prohibited. This policy applies to both the childcare center (LMMA) and the K-12 school (MCCA) and is in place to support a safe, respectful, and legally compliant environment for all.

APPENDIX

TABLE OF CONTENTS

• ACTIVITY AND FIELD TRIP PARTICIPATION CONSENT	44
• AFFIRMATION OF UNDERSTANDING & STATEMENT OF COOPERATION	46
• ARTICLES OF FAITH AND CHURCH COVENANT	48
• STUDENT TECHNOLOGY AND INTERNET USE AGREEMENT	55
• DENALI PEAK PARTNERSHIP FAQs	57
• GRADUATION CREDITS INFOGRAPHIC	60
• REQUIRED AND IN-PERSON COURSE OFFERINGS	61
• IMMUNIZATION COMPLIANCE STANDARDS	63
• MEDIA RELEASE FORM	66
• MEDICAL EXEMPTION/ IMMUNITY FORM	67
• RELIGIOUS EXEMPTION FORM	68
• TUITION RATES & FEES	69
• FINANCIAL ASSISTANCE AND DISCOUNTS	70

ACTIVITY AND/OR FIELD TRIP PARTICIPATION CONSENT AND LIABILITY RELEASE FORM

For Ministry-sponsored events conducted/held off the Ministry property, I authorize the Ministry to transport my child to and from the event in a Ministry-owned or operated vehicle.

- I understand that participation in the below-named Programs involves potential for injury or illness and that the Ministry will not be held liable for any injuries or illnesses resulting therefrom. If my child has medical conditions that may impact his or her participation in any Program, I have described them on a separate form. I accept full responsibility for the management of my child's medical condition(s) and understand that the Ministry is not responsible for any incidents or complications related to my child's medical condition that result from participation in any of these Programs.
- I give permission to have my child treated in case of medical emergency. In the event of a medical emergency when I cannot be reached, or when the circumstances are such that the Ministry determines emergency persons should be contacted first, I hereby authorize the Ministry's staff or volunteers, and/or emergency and medical personnel to make emergency medical decisions for my child. I acknowledge that the Ministry does not provide any health insurance covering my child during the activities referred to herein, and I further acknowledge that it is my responsibility to obtain health insurance covering said child. I agree to accept the sole responsibility for the costs of medical care.
- I understand that my child must have a physical conducted by a state-certified medical practitioner within the previous 12 months for aftercare and 18 months for sports to be able to participate in these Programs and that the results of this physical must be on the Ministry-prescribed form and be on file with the Ministry at all times.
- I understand that this authorization will remain in effect for the duration of my child's enrollment at Mountain City Christian Academy unless I submit a written notice to revoke or modify this consent.

I understand and hereby agree to assume all the risks which may be encountered at or during the programs sponsored by the ministry that my child will be attending or participating in, including transportation to and from said events. In consideration thereof and for other valuable consideration, the receipt of which is acknowledged, I hereby agree to release, defend, indemnify, and hold harmless the Ministry and its agents and employees from any and all past, present, and future, known and unknown liabilities, actions, causes of action, claims, expenses, personal injuries, and damages, INCLUDING THOSE CAUSED BY THE NEGLIGENCE OR FAULT OF THE MINISTRY, ITS LEADERS, EMPLOYEES, OR VOLUNTEERS, and including without limitation, interest, penalties, court costs, attorney's fees and expenses resulting from or on account of injury to my child, myself, or my property in connection with any event anticipated by this form.

I FURTHER RELEASE any and all claims brought by or through me, including claims for loss of consortium and all similar claims based on relationships with other people.

I EXPRESSLY AGREE that this release, waiver, and indemnity agreement is intended to be as broad and inclusive as permitted in the State of Alaska and that if any portion hereof is held invalid, it is agreed that the balance shall, notwithstanding, continue in full legal force and effect.

(Continued on next page)

I ALSO AGREE that any controversy or claim, by or through the party signing this release, arising out of or relating to the activities anticipated by this form shall be settled by binding Christian arbitration conducted by the National Center for Life and Liberty or another Christian arbitrator, and judgment on the award may be entered in any court having jurisdiction. This arbitration requirement does NOT apply to efforts to collect past-due tuition and fees, which MCCA may pursue through a collection agency or otherwise.

I FURTHER STATE that I have carefully read the foregoing consent and liability release and know the contents thereof and I sign this document as my own free act. I agree to pay attorney fees, alternative dispute resolution fees, damages, or other costs that MCCA or its agent should incur to defend itself should legal action for any reason be taken against MCCA or any employee or agent thereof on my child(ren)'s behalf and the school or its agent not be found at fault. This is a legally binding agreement which I have read and understand. This release contains the entire agreement between the parties hereto, and the terms of this release are contractual and not mere recitals.

Student name:			
The Program(s) my child is allowed to participate in offered through MCCA are: (E.g., volleyball, cheerleading, basketball, cross country, music activities/events, use of the weight room facility, etc.)			
Programs:			
Primary Emergency Contact Person:			Emergency Contact Phone Number:
Alternate Emergency Contact Person:			Alternate Emergency Contact Phone Number:
Physician's Name:			Physician Phone Number:
Insurance Company:			Insurance Policy Number(s):
Please list any known allergies and type of reaction:			
Please list any chronic illnesses and/or medications taken:			

Parent/Guardian Printed Name	Parent/Guardian Signature	Date

AFFIRMATION OF UNDERSTANDING

Please read and acknowledge the Affirmation of Understanding and Statement of Cooperation. Both parent and student must acknowledge.

- I affirm that I will read the Student Handbook, abide by the policies, and discuss them with my child(ren)
- I affirm that I consent to and will submit to all governing policies of MCCA
- I affirm that all school-owned or school-provided computers, networks, online academic services or platforms, electronic devices, physical or electronic mail or storage files, parking areas, desk and lockers are property of Mountain City Church/Mountain City Christian Academy, and students have no expectation of privacy in these items or areas. The administration reserves the right to conduct random inspections of any of these to protect the health, safety, and welfare of its students. Additionally, if MCCA suspects a student possesses an unapproved item or has used a school-owned item in a manner that violates school policy, MCCA reserves the right to conduct a search of the student's pockets, vehicle, locker, desk, backpack, outerwear, shoes, any other items belonging to or in possession of the student, or any online platform, account or otherwise the student may have accessed. Unless the situation potentially constitutes an emergency, the school will first attempt to notify parents if a search is necessary and will have two or more staff present for the search.
- I affirm that enrollment in MCCA constitutes parental and student consent to conduct random and for-cause searches without additional or further consent when deemed necessary by the school administration. This includes the use of drug- and gunpowder-sniffing K-9 dogs
- I affirm that I will insist that my child(ren) submit to MCCA and its programs, academic and disciplinary regulations, and all other requirements instituted and carried out by the MCCA administration.
- I affirm that I will pay all tuition and fees associated with enrollment or activities at MCCA on time as outlined in the financial policies; if unforeseen events hinder this commitment I will communicate promptly and honestly with the Business Office.
- I affirm that I have received a copy of MCCA's *Statement of Faith* and *Code of Conduct*. I understand that I and my child(ren) will be subject to its provisions during my child(ren)'s enrollment at MCCA

STATEMENT OF COOPERATION

- Mountain City Christian Academy (MCCA) is a private school and, therefore, has certain costs associated with enrollment.
- The education of a child is primarily the responsibility of the parent or legal guardian.
- By asking MCCA to partner with me in the God-given task of education, I am committing to, in-turn, support MCCA and its programs, personnel, policies, and beliefs.
- If my child(ren) is(are) accepted, I will cooperate with the school in having my child(ren) educated in accordance with Christian philosophy established at MCCA.
- MCCA does not discriminate based on race, color, national, or ethnic origin in admissions or in the administration of any of its policies or programs.
- The educational services and activities MCCA offers are engaged in by mutual consent. Therefore, either MCCA or I reserve the right to terminate any or all services and activities at any time.
- MCCA is a part of the educational ministry of Mountain City Church (MCC). A negative attitude expressed through criticism of any kind towards MCC or MCCA or its staff, privately or publicly, including, but not limited to, expression on social media, will undermine our ability to help children. Consequently, MCCA reserves the right to refuse or terminate enrollment for any such criticism.

(Continued on next page)

- The mission statement of MCCA, as a religious institution providing an education in a distinctly Christian environment, is “to develop Christ-centered World Changers.” Thus, MCCA reserves the right to refuse or terminate enrollment based on unbiblical lifestyle choices of the student or parent. On those occasions in which the atmosphere or conduct within a particular home is counter to or in direct opposition to the biblical lifestyle MCCA believes, MCCA reserves the right, within its sole discretion, to refuse admission to an applicant or to discontinue enrollment of a student. This includes, but is not necessarily limited to, living in, condoning, or supporting sexual immorality; homosexual acts or same sex orientation; profession to be transgender or transgender actions; promoting any of the previously described practices or actions; failure to support the biblical view of marriage being between one man and one woman.
- My child(ren)’s enrollment may be terminated at any time if, at the sole discretion of the administration, my (as parent or legal guardian) or my child’s actions or attitudes, or any other action, conduct or belief that fails to support the moral and/or biblical beliefs that MCCA holds, are disruptive to or not compatible with the ministry’s objectives, policies or philosophies.
- Discipline is essential to the welfare of each student as well as the entire school. Thus, I give permission for, and pledge my cooperation with, my child(ren)’s teacher(s) and / or agent(s) of the school to make and enforce school and classroom regulations in a manner consistent with Christian principles and discipline as set forth in the Scriptures and MCCA policies and procedures for discipline.
- The standards of conduct established by MCCA are in accordance with biblical principles and do not allow for obscenity or profanity in word or action, immorality of any kind, dishonor to God or the Word of God, disrespect to authority, particularly that of MCCA personnel, or continued disobedience to the established policies of MCCA.
- School-related conflicts should be resolved using principles outlined in Matthew 18:15-20. Slander and gossip, whether public or private, including via social media, is not in harmony with biblical injunctions to abstain from such behavior and seek peace. If I have a conflict that cannot otherwise be resolved, I agree that I will never make demands, threaten to sue, or litigate any matter whatsoever relating to or resulting from my child(ren)’s enrollment at MCCA. I understand that making demands, threatening to sue, or litigating a matter against MCCA or any related ministry violates biblical teaching practice and shall constitute sufficient grounds for immediate suspension or expulsion of my child(ren)’s enrollment. I agree to resolve all potential claims, disputes, or causes of action conducted by the National Center for Life and Liberty or another mutually agreeable Christian arbitrator. Binding Christian arbitration shall be the sole remedy for all controversies or claims arising out of my child(ren)’s enrollment or disenrollment. I expressly waive my right to file a lawsuit against the ministry in any civil court for such disputes, except to enforce a legally binding Christian arbitration decision. This arbitration requirement does NOT apply to efforts to collect past-due tuition and fees, which MCCA may pursue through a collection agency or otherwise.

I understand that this authorization will remain in effect for the duration of my child’s enrollment at Mountain City Christian Academy unless I submit a written notice to revoke or modify this consent.

Parent/Guardian Printed Name	Parent/Guardian Signature	Date

Student Printed Name	Student Signature	Date

STATEMENT OF FAITH - WHAT WE BELIEVE

CHURCH COVENANT

- I have accepted Christ as my Lord and Savior.
- I have been baptized by immersion since receiving Christ.
- I agree with Mountain City Church’s “What We Believe” found at: www.mountaincity.church/beliefs.
- I feel led by God to unite with Mountain City Church’s church family.

I make the following commitment to God and my fellow church members:

- I will protect the unity of my church by:
 - Acting in love toward others
 - Refusing to gossip
 - Supporting and following the leaders of the church

- I will share the responsibility of my church by:
 - Praying for its growth and health
 - Inviting the unchurched to attend
 - Warmly welcoming those who visit

- I will serve the ministry of my church by:
 - Discovering my gifts and talents
 - Using my God-given gifts to make a difference in the lives of others
 - Developing a servant’s heart-indicated by serving a minimum of once a quarter

- I will support the testimony of my church by:
 - Attending church services and a group on a regular basis
 - Living a godly life through obedience and accountability to Scripture
 - Giving regularly

ARTICLES OF FAITH - TABLE OF CONTENTS

Article 1: Statement of Biblical Authority and Final Authority for Matters of Belief and Conduct	49
Article 2: Statements of Faith	49
2.1 The Holy Bible	49
2.2 The True God	50
2.3 The Holy Spirit	50
2.4 The Devil or Satan	50
2.5 Creation	50
2.6 The Fall of Man	50
2.7 The Virgin Birth	51
2.8 The Atonement for Sin	51
2.9 Grace in the New Creation	51
2.10 The Freeness of Salvation	51
2.11 Justification	51
2.12 Repentance and Faith	52
2.13 The Church	52
2.14 Baptism and the Lord’s Supper	52
2.15 The Perseverance of the Saints	52

(Continued on next page)

2.16	The Righteous and the Wicked	53
2.17	Civil Government	53
2.18	The Resurrection and Return of Christ and Related Events	53
2.19	Missions	53
2.20	The Grace of Giving	54

Article 3: Statement on Marriage & Sexuality	54
--	----

Article 4: Statement on the Sanctity of Human Life	54
--	----

ARTICLE 1: STATEMENT OF BIBLICAL AUTHORITY AND FINAL AUTHORITY FOR MATTERS OF BELIEF AND CONDUCT

At the center of Christian faith and practice stands the belief that God has spoken to the world in the person and work of Jesus Christ, which is accurately and authoritatively revealed in the Christian Bible (“the Bible,” “the Holy Bible,” “Scripture,” or “the Scriptures”).

The Bible is the inspired, inerrant, and sufficient Word of God and is thus the ultimate authority for life, faith, and morals.

Though the various theological statements of the Church reflect succinct summaries of biblical boundaries, it is the Bible itself to which we are in ultimate submission.

For the purposes of Mountain City Church’s faith, doctrine, practice, policy, and discipline, our Board of Directors is Mountain City Church’s final interpretive authority on the Bible’s meaning and application.

ARTICLE 2: STATEMENTS OF FAITH

The following Statement of Faith represents the core orthodox beliefs of the church from a biblical and historical perspective. While church staff, volunteers, and members are not required to fully understand or articulate all aspects of the Statement of Faith, the explicit rejection of any part of it disqualifies one from employment, volunteering, and membership at Mountain City Church. Revisions to the Statement of Faith in order to more clearly align to Scripture shall be at the sole discretion of the Board of Directors, with the understanding that such changes will be communicated to the employees, volunteers, and members of the church.

2.1 The Holy Bible

We believe that the Holy Bible was written by men supernaturally inspired; that it has truth without any mixture of error for its matter; and therefore is, and shall remain to the end of the age, the only complete and final revelation of the will of God to man; the true center of Christian union and the supreme standard by which all human conduct, creeds, and opinions should be tried.

- 1) By “The Holy Bible” we mean that collection of sixty-six books, from Genesis to Revelation, which, as originally written, does not only contain and convey the Word of God, but IS the very Word of God.
- 2) By “inspiration” we mean that the books of the Bible were written by holy men of old, as they were moved by the Holy Spirit, in such a definite way that their writings were supernaturally and verbally inspired and free from error, as no other writings have ever been or ever will be inspired.

Psalm 19:7-11; 119:89, 105, 130, 160; Proverbs 30:5-6; Isaiah 8:20; Luke 16:31; 24:25-27, 44-45; John 5:39,45-47; 12:48; 17:17; Acts 1:16; 28:25; Romans 3:4; 15:4; Ephesians 6:17; 2 Timothy 3:16-17; 1 Peter 1:23; 2 Peter 1:19-21; Revelation 22:19.

2.2 The True God

We believe that there is one, and only one, living and true God, an infinite, intelligent Spirit, the maker and supreme ruler of heaven and earth; inexpressibly glorious in holiness and worthy of all possible honor, confidence and love; that in the unity of the Godhead there are three persons, the Father, the Son and the Holy Spirit, equal in every divine perfection, and executing distinct but harmonious offices in the great work of redemption.

Genesis 17:1; Exodus 20:2-3; 15:11; Psalm 83:18; 90:2; 147:5; Jeremiah 10:10; Matthew 28:19; Mark 12:30; John 4:24; 10:30; 15:26; 17:5; Romans 11:33; 1 Corinthians 12:10-11; 8:6; 12:4-6; 2 Corinthians 13:14; Ephesians 2:18; 4:6; Philippians 2:5-6; 1 Timothy 1:17; 1 John 5:7; Revelation 4:11.

2.3 The Holy Spirit

We believe that the Holy Spirit is a divine person; equal with God the Father and God the Son and of the same nature; that He was active in the creation; that in His relation to the unbelieving world He restrains the evil one until God's purpose is fulfilled; that He convicts of sin, of judgment and of righteousness; that He bears witness to the Truth of the Gospel in preaching and testimony; that He is the agent in the New Birth; that He seals, endues, guides, teaches, witnesses, sanctifies and helps the Believer.

Genesis 1:13; Matthew 3:11; 28:19; Mark 1:8; Luke 1:35; 3:16; 24:49; John 1:33; 3:5-6; 14:16-17, 26; 15:26-27; 16:8-11, 13; Acts 5:30-32; 11:16; Romans 8:14, 16, 26-27; Ephesians 1:13-14; 2 Thessalonians 2:7, 13; Hebrews 9:14; 1 Peter 1:2

2.4 The Devil or Satan

We believe that Satan was once holy, and enjoyed heavenly honors; but through pride and ambition to be as the Almighty, fell and drew after him a host of angels; that he is now the malignant prince of the power of the air, and the unholy god of this world. We hold him to be man's great tempter, the enemy of God and his Christ, the accuser of the saints, the author of all false religions, the chief power back of the present apostasy; the lord of the antichrist, and the author of all the powers of darkness - destined however to final defeat at the hands of God's own Son, and to the judgment of an eternal justice in hell, a place prepared for him and his angels.

Isaiah 14:12-15; Ezekiel 28:14-17; Matthew 4:1-3; 13:39; 25:41; Mark 13:21-22; Luke 22:3-4; John 14:30; Ephesians 2:2; 2 Corinthians 11:13-15; 1 Thessalonians 3:5; 2 Thessalonians 2:8-11; 1 Peter 5:8; 2 Peter 2:4; 1 John 2:22; 3:8; 4:3; 2 John 7; Jude 6; Revelation 12:9-10; 13:13-14; 19:11, 16, 20; 20:1-3, 10.

2.5 Creation

We believe in the Genesis account of creation, and that it is to be accepted literally, and not allegorically or figuratively; that man was created directly in God's own image and after His own likeness; that man's creation was not a matter of evolution or evolutionary change of species, or development through interminable periods of time from lower to higher forms; that all animal and vegetable life was made directly, and God's established law was that they should bring forth only "after their kind."

Genesis 1:1, 11, 24, 26-27; 2:21-23; Exodus 20:11; Nehemiah 9:6; Jeremiah 10:12; John 1:3; Acts 4:24; 17:23-26; Romans 1:20; Colossians 1:16-17; Hebrews 11:3; Revelation 10:6.

2.6 The Fall of Man

We believe that man was created in innocence under the law of his Maker, but by voluntary transgression fell from his sinless and happy state, in consequence of which all mankind are now sinners, not by constraint, but of choice; and therefore under just condemnation without defense or excuse.

Genesis 3:1-6, 24; Ezekiel 18:19-20; Romans 1:18, 20, 28, 32; 3:10-19; 5:12, 19; Galatians 3:22; Ephesians 2:1, 3.

2.7 The Virgin Birth

We believe that Jesus Christ was begotten of the Holy Spirit in a miraculous manner; born of Mary, a virgin, as no other man was ever born or can ever be born of a woman, and that He is both the Son of God, and God, the Son.

Genesis 3:15; Psalm 2:7; Isaiah 7:14; Matthews 1:18-25; Mark 1:1; Luke 1:35; John 1:14; Galatians 4:4;
1 Corinthians 15:47; 1 John 5:20.

2.8 The Atonement for Sin

We believe that the salvation of sinners is wholly of grace; through the mediatorial offices of the Son of God, Who by appointment of the Father, freely took upon Him our nature, yet without sin, honored the divine law by His personal obedience, and by His death made a full and vicarious atonement for our sins; that His atonement consisted not in setting us an example by His death as a martyr, but was the voluntary substitution of Himself in the sinner's place, the Just dying for the unjust, Christ, the Lord, bearing our sins in His own body on the tree; that, having risen from the dead, He is now enthroned in heaven and uniting in His wonderful person the tenderest sympathies with divine perfection, He is in every way qualified to be a suitable, a compassionate and an all sufficient Savior.

Isaiah 53:4-7, 11-12; Matthew 18:11; John 3:16; 10:18; Acts 15:11; Romans 3:24-25; 1 Corinthians 15:3; 2 Corinthians 5:21;
Galatians 1:4; Ephesians 2:8; Philippians 2:7-8; Hebrews 2:14; 7:25; 9:12-15; 12:2; 1 Peter 2:24, 3:18; 1 John 2:2, 4:10.

2.9 Grace in the New Creation

We believe that in order to be saved, sinners must be born again; that the new birth is a new creation in Christ Jesus; that it is instantaneous and not a process; that in the new birth the one dead in trespasses and in sins is made a partaker of the divine nature and receives eternal life, the free gift of God; that the new creation is brought about in a manner above our comprehension, not by culture, not by character, nor by the will of man, but wholly and solely by the power of the Holy Spirit in connection with divine truth, so as to secure our voluntary obedience to the gospel; that its proper evidence appears in the holy fruits of repentance and faith and newness of life.

Luke 5:27; John 1:12-13, 3:3, 3:6-7; Acts 2:41; Romans 6:23; 2 Corinthians 5:17, 19; Galatians 5:22; Ephesians 2:1, 5:9;
Colossians 2:13; 2 Peter 1:4; 1 John 5:1.

2.10 The Freeness of Salvation

We believe in God's electing grace; that the blessings of salvation are made free to all by the gospel; that it is the immediate duty of all to accept them by a cordial, penitent, and obedient faith; and nothing prevents the salvation of the greatest sinner on earth but his own inherent depravity and voluntary rejection of the gospel; which rejection involves him in an aggravated condemnation.

Isaiah 55:1, 6, 7; Matthew 11:28; John 3:15-18, 36; 5:40; 6:37; Acts 2:38; Romans 8:29-30; 10:13; 1 Corinthians 15:10;
Ephesians 2:4-5; Colossians 3:12; 1 Thessalonians 1:4; 1 Timothy 1:15; Titus 1:1; 1 Peter 1:2; Revelation 22:17.

2.11 Justification

We believe that the great Gospel blessing which Christ secures to such as believe in Him is Justification; that Justification includes the pardon of sin, and the gift of eternal life on principles of righteousness; that it is bestowed not in consideration of any works of righteousness which we have done; but solely through faith in the Redeemer's blood, His righteousness is imputed unto us.

Isaiah 53:11; Habakkuk 2:4; Zechariah 13:1; Acts 13:39; Romans 1:17; 4:1-8; 5:1-9; 8:1; Galatians 3:11; Titus 3:5-7;
Hebrews 10:38.

2.12 Repentance and Faith

We believe that Repentance and Faith are solemn obligations, and also inseparable graces, wrought in our souls by the quickening Spirit of God; thereby, being deeply convicted of our guilt, danger, and helplessness, and of the way of salvation by Christ, we turn to God with unfeigned contrition, confession, and supplication for mercy; at the same time heartily receiving the Lord Jesus Christ and openly confessing Him as our only and all-sufficient Savior.

Psalm 51:1-4, 7; Isaiah 55:6-7; Mark 1:15; Luke 12:8; 18:13; Acts 2:37-38; 20:21; Romans 10:9-11, 13.

2.13 The Church

We believe that a Baptist Church is a congregation of baptized believers associated by a covenant of faith and fellowship of the gospel, said church being understood to be the citadel and propagator of the Divine and Eternal Grace; observing the ordinances of Christ; governed by His laws; exercising the gifts, rights, and privileges invested in them by His Word; that its officers of ordination are pastors or elders whose qualifications, claims, and duties are clearly defined in the scriptures; we believe the true mission of the church is found in the Great Commission: First, to make individual disciples; Second, to build up the church; Third, to teach and instruct as He has commanded. We do not believe in the reversal of this order; we hold that the local church has the absolute right of self government, free from the interference of any hierarchy of individuals or organizations; and that the one and only superintendent is Christ through the Holy Spirit; that it is scriptural for true churches to cooperate with each other in contending for the faith and for the furtherance of the Gospel; that every church is the sole and only judge of the measure and method of its cooperation; on all matters of membership, of policy, of government, of discipline, of benevolence, the will of the local church is final.

Leviticus 27:31; Malachi 3:10; Matthew 28:19-20; Acts 2:41-42; 6:5-6; 14:23; 15:22-23; 20:17-28; 1 Corinthians 5:11-13; 6:1-3; 11:2; 12:4, 8-11; 16:1-2; Ephesians 1:22-23; 4:11; 5:23-24; Colossians 1:18; 1 Timothy 3:1-13.

2.14 Baptism and the Lord's Supper

We believe that Christian baptism is the immersion in water of a believer, in the name of the Father, of the Son, and of the Holy Spirit, with the authority of the local church, to show forth in a solemn and beautiful emblem our faith in the crucified, buried and risen Savior, with its effect in our death to sin and resurrection to a new life; that it is prerequisite to the privileges of a church relation and to the Lord's supper, in which the members of the church, by the sacred use of bread and the fruit of the vine are to commemorate together the dying love of Christ; preceded always by solemn self-examination.

Matthew 3:6; 3:16; 28:19-20; John 3:23; Acts 2:41-42; 8:36-39; Romans 6:3-5; 1 Corinthians 11:23-28; Colossians 2:12.

2.15 The Perseverance of the Saints

We believe that such only are real believers as endure unto the end; that their persevering attachment to Christ is the grand mark which distinguishes them from superficial professors; that a special Providence watches over their welfare; and that they are kept by the power of God through faith unto eternal salvation.

Psalm 121:3; Matthew 6:20; 13:19-21; John 8:31-32; 10:28-29; Romans 8:28, 35-39; Philippians 1:6; Colossians 1:21-23; Hebrews 1:14; 1 Peter 1:5; 1 John 2:19.

2.16 The Righteous and the Wicked

We believe that there is a radical and essential difference between the righteous and the wicked; that such only as through faith are justified in the name of the Lord Jesus, and sanctified by the Spirit of our God, are truly righteous in His esteem; while all such as continue in impenitence and unbelief are in His sight wicked, and under the curse, and this distinction holds among men both in and after death, in the everlasting felicity of the saved and the everlasting conscious suffering of the lost.

Genesis 18:23; Malachi 3:18; Proverbs 11:31, 14:32; Matthew 7:13-14, 25:34, 41; Luke 9:26, 16:25; John 8:21, 12:25 Acts 10:34-35; Romans 1:17, 6:16-18, 6:23 7:6; 1 Corinthians 15:22; Galatians 3:10; 1 Peter 1:18; 1 John 2:29, 5:19

2.17 Civil Government

We believe that civil government is of divine appointment, for the interests and good order of human society; that magistrates are to be prayed for, conscientiously honored and obeyed; except only in things opposed to the will of our Lord Jesus Christ; who is the only Lord of the conscience, and the coming Prince of the kings of the earth.

Exodus 18:21-22; 2 Samuel 23:3; Psalm 72:11; Daniel 3:17-18; Matthew 10:28; 22:21; 23:10; Acts 4:19-20; 23:5; Romans 13:7; Philippians 2:10-11; Titus 3:1; 1 Peter 2:13-14, 17.

2.18 The Resurrection and Return of Christ and Related Events

We believe in and accept the sacred Scriptures upon these subjects at their face and full value. Of the Resurrection, we believe that Christ rose bodily "The third day according to the Scriptures"; that He ascended "to the right hand of the throne of God"; that He alone is our "merciful and faithful high priest in things pertaining to God"; "that this same Jesus which is taken up from you into heaven shall so come in like manner as ye have seen Him go into heaven," bodily, personally, and visibly; that the "dead in Christ shall rise first"; that the living saints "shall all be changed in a moment, in the twinkling of an eye, at the last trump"; "that the Lord God shall give unto Him the throne of His father David"; and that "Christ shall reign a thousand years in righteousness until He hath put all enemies under His feet."

Psalms 72:8; Isaiah 11:4-5; Matthew 24:27, 24:42, 28:6-7; Mark 16:6, 19; Luke 1:32, 24:2-7, 39, 51; John 14:3, 20:27; Acts 1:9, 11; 1 Corinthians 14:42-44, 15:4, 25; Philippians 3:20-21; 1 Thessalonians 4:16-17; 1 Timothy 2:5; Hebrews 2:17, 5:9-10, 8:1, 6, 9:28, 12:2; 1 John 2:1; Revelation 3:21, 20:1-4, 6.

2.19 Missions

The command to give the gospel to the world is clear and unmistakable, and this Commission was given to the churches.

Matthew 28:18-20; Mark 16:15; John 20:21; Acts 1:8; Romans 10:13-15.

2.20 The Grace of Giving

Scriptural giving is one of the fundamentals of the Faith. 2 Corinthians 8:7, "Therefore, as ye abound in every thing, in faith, and utterance, and knowledge, and in all diligence, and in your love to us, see that ye abound in this grace also." We are commanded to bring our gifts into the storehouse (common treasury of the church) upon the first day of the week. 1 Corinthians 16:2, "Upon the first day of the week let every one of you lay by him in store, as God hath prospered him, that there be no gatherings when I come." Under Grace we give, and do not pay, the tithe - "Abraham GAVE the tenth of the spoils," (Hebrews 7:2, 4) and this was four hundred years before the law, and is confirmed in the New Testament; Jesus said concerning the tithe, "these ought ye to have done" Matthew 23:23. We are commanded to bring the tithe into the common treasury of the church. Leviticus 27:30, "The tithe ... is the Lord's." Malachi 3:10, "Bring ye all the tithes into the storehouse, that there may be meat in mine house, and prove me now herewith, saith the Lord of hosts, if I will not open you the windows of heaven, and pour you out a blessing, that there shall not be room enough to receive it." In the New Testament, it was the common treasury of the church. Acts 4:34,35,37, "And brought the prices of the things that were sold and laid them down at the apostles' feet ... Having land, sold it, and brought the money, and laid it AT THE APOSTLES' FEET."

ARTICLE 3: STATEMENT ON MARRIAGE AND SEXUALITY

We believe that God wonderfully and immutably creates each person as male or female. These two distinct, complementary genders together reflect the image and nature of God (Genesis 1:26-27). Rejection of one's biological sex is a rejection of the image of God within that person.

We believe that the term "marriage" has only one meaning: the uniting of one man and one woman in a single, exclusive union, as delineated in Scripture (Genesis 2:18-25).

We believe that God intends sexual intimacy to occur only between a man and a woman who are married to each other (1 Corinthians 6:18; 7:2-5; Hebrews 13:4).

We believe that God has commanded that no intimate sexual activity be engaged in outside of a marriage between a man and a woman.

We believe that any form of sexual immorality (including adultery, fornication, homosexual behavior, bisexual conduct, bestiality, incest, and use of pornography) is sinful and offensive to God (Matthew 15:18-20; 1 Corinthians 6:9-10).

We believe that in order to preserve the function and integrity of Mountain City Church as the local Body of Christ, and to provide a biblical role model to the Mountain City Church members and the community, it is imperative that all persons employed by Mountain City Church in any capacity, or who serve as volunteers, agree to and abide by this Statement on Marriage, Gender, and Sexuality (Matthew 5:16; Philippians 2:14-16; 1 Thessalonians 5:22).

We believe that God offers redemption and restoration to all who confess and forsake their sin, seeking His mercy and forgiveness through Jesus Christ (Acts 3:19-21; Romans 10:9-10; 1 Corinthians 6:9-11).

We believe that every person must be afforded compassion, love, kindness, respect, and dignity (Mark 12:28-31; Luke 6:31). Hateful and harassing behavior or attitudes directed toward any individual are to be repudiated and are not in accord with Scripture nor the doctrines of Mountain City Church.

ARTICLE 4: STATEMENT OF THE SANCTITY OF HUMAN LIFE

We believe that all human life is sacred and created by God in His image (Genesis 1:27). Human life is of inestimable worth in all its dimensions, including pre-born babies, the aged, the physically or mentally challenged, and every other stage or condition from conception through natural death.

STUDENT TECHNOLOGY AND INTERNET USE AGREEMENT

Mountain City Christian Academy (MCCA) provides students with access to computers, digital learning tools, and the school network, including filtered Internet. This agreement must be completed annually and governs all use of school technology, whether on school-owned or personal devices.

Network storage areas may be treated like school lockers; administrators may review files as needed to maintain system integrity and ensure responsible use. Students should not expect that files stored on school servers, school accounts, or school-owned devices will be private. MCCA uses monitoring and filtering systems; attempts to bypass or disable these systems are prohibited.

- Student Responsibilities
 - Students must act responsibly, respectfully, and in accordance with all school rules when using technology.
 - Online behavior is expected to follow the same standards required in classrooms and hallways.
 - All access to the network is for educational purposes only.
 - Internet access is a privilege, not a right, and may be revoked if misused.
 - Individual users are responsible for their behavior, actions, and communications on the network.
 - Students are expected to honor school standards and comply with all signed agreements.
 - Students must handle all school devices responsibly and report damage immediately.
 - Students are financially responsible for intentional damage, loss, or misuse of school-owned technology.
 - Students must follow all teacher instructions for technology use in each classroom.
- Students may NOT engage in the following on any school-owned or personal device used at school:
 - Sending or displaying offensive, inappropriate, or harmful messages or images
 - Using obscene, profane, or disrespectful language
 - Harassing, insulting, threatening, or attacking others
 - Violating copyright or intellectual property laws
 - Accessing or attempting to access another person's files, accounts, or work
 - Using the network for commercial or non-school purposes
 - Using technology for illegal activities
 - Using another person's password or sharing one's own
 - Accessing inappropriate, harmful, or non-educational content
 - Using a hotspot or cellular data to bypass school Internet filtering
 - Recording, photographing, or videoing any student or staff member without explicit permission from a teacher or administrator

Violation of these rules may result in loss of access, disciplinary action, and, if necessary, legal consequences. See the MCCA student *Code of Conduct (Pg. 23)* for additional details.

- Personal Device Guidelines
 - Phones, smartwatches, AirPods, earbuds, or other electronic devices may NOT be used during school hours unless a teacher gives explicit permission for educational purposes.
 - Devices must remain silenced and stored away (in lockers or backpacks) during class, chapel, and hallway transitions.
 - Students may not use personal devices to access unfiltered Internet on campus.

TECHNOLOGY PLATFORM ACCESS

Students with permission to use the Internet may receive school accounts for educational platforms such as Canvas, Halo, or Google. These accounts allow students to work between home and school. Students must only use accounts assigned to them and may not share login credentials.

LIABILITY AND REPORTING

MCCA is not liable for any harm or injury resulting from inaccurate or inappropriate information obtained through the Internet. By signing this agreement, users waive any and all claims related to Internet access. Students must immediately report accidental exposure to inappropriate content to a teacher or administrator.

STATEMENT OF CONSENT

As a student-user of the MCCA computer network, I agree to follow all rules and expectations stated in this agreement and to comply with all relevant laws and school policies.

Student Printed Name	Student Signature	Date

As a parent or legal guardian, I grant permission for my child to access the Internet and use school-provided technology accounts. I understand that it is impossible for MCCA to restrict access to all controversial content. My child may publish work online, but I understand that personal home addresses and phone numbers will not be shared. I also agree to discuss these expectations with my elementary-aged student. I understand that this authorization remains in effect for the duration of my child's enrollment unless I revoke it in writing.

Parent/Guardian Printed Name	Parent/Guardian Signature	Date

DENALI PEAK PARTNERSHIP FAQs

1. What is Denali PEAK?

Denali PEAK is a correspondence/homeschool program that allows students to enroll in non-religious courses, including those taken at a private school, using state-funded homeschool allotments.

2. How does the partnership between MCCA and Denali PEAK benefit families?

Families can concurrently enroll their students at MCCA and Denali PEAK, simplifying the enrollment, grade, and receipt submission process. This collaboration provides families with reimbursement of up to \$3,200 per student to help cover appropriate expenses.

3. What paperwork is involved, and how is it handled?

MCCA and Denali PEAK handle the paperwork for families. The process is designed to be streamlined, making it easier for parents/guardians and ensuring they receive all the benefits without the hassle of managing extensive paperwork.

4. Can families opt out of this partnership?

Yes, families have the option to opt out of the partnership with Denali PEAK. They may choose their own correspondence school or no correspondence program at all.

5. Can MCCA families choose their own correspondence school instead of Denali PEAK?

Yes, MCCA families have flexibility to choose their own correspondence school or none at all. During the enrollment process, select NO, you do not want to participate in the Denali PEAK partnership and you do NOT give permission to share your child's enrollment, grade, or financial information.

6. What type of expenses are covered?

A non-religious private school course, typically these include: PE, music, choir, electives, foreign language, many online, and USP courses. Other covered expenses could include technology, one-on-one tutoring, sports and music fees, enrollment, supply, and registration fees.

7. How does the enrollment process work for Denali PEAK?

Upon enrolling with MCCA, you will be asked if you give permission to share your child's enrollment, grade, and financial records with Denali PEAK. If you select YES, you do not have to submit additional paperwork/information to Denali PEAK.

8. I have a 3 and/or 4-year-old sibling of a soon-to-be enrolled MCCA K-12 student, do they qualify for the preschool sibling incentive? If so, how do I qualify?

Yes, any 3 and/or 4-year-old sibling of a soon-to-be enrolled MCCA K-12 student, qualifies for the \$200 incentive, so long as they turn 3 or 4 by September of the academic school year.

9. How are grades and progress monitored for MCCA students enrolled in Denali PEAK?

For those MCCA students who opt to participate in the PEAK partnership, Denali PEAK will be able to access those grades internally through FACTS. Families will not need to separately submit grades or work samples.

10. What happens if an MCCA family decides to discontinue enrollment in Denali PEAK?

If a family decides to discontinue enrollment in Denali PEAK, the parent/guardian must contact Denali PEAK and complete a withdrawal form.

11. Are there any mandatory testing requirements for Denali PEAK students?

Students are required to take state assessments each year. There are opportunities to take the assessments at MCCA, or at one of the Denali PEAK school sites.

12. What about my allotment balance from this year or years past. How does this work?

Families who are enrolled in a different correspondence program than Denali PEAK are encouraged to use up their existing allotment balance in preparation for transferring to Denali PEAK for the school year. However, if this is not financially beneficial for families, they may choose to continue with their other correspondence program.

13. What type of information will be shared with Denali PEAK?

Upon enrollment with MCCA and opting into the Denali PEAK partnership, MCCA will share enrollment, grades, and financial information with Denali PEAK.

14. How does the PEAK partnership work with students with an IEP or in the evaluation process?

Denali PEAK provides consultation special education services for students with an IEP, and a special education teacher who is available to MCCA parents and students. If a student is in need of services that are outside of consultation, Denali PEAK will help families access the necessary help through their neighborhood school. Additionally, MCCA offers support services on-site for an extra cost. Denali PEAK will share Special Education (sped) information with MCCA.

15. Will MCCA be a direct vendor? Or will I still have to pay tuition up front and wait for reimbursement?

MCCA and Denali PEAK do not have the ability to requisition (pay up front) tuition. Families must pay for tuition and then wait to be reimbursed.

16. If I don't use my homeschool allotment for tuition, why should I opt into the MCCA/ Denali Peak partnership?

If you choose to use your reimbursement towards sports, technology, or other non-MCCA classes, you can still benefit from the PEAK partnership through our streamlined sharing of enrollment and grades. You can also be reimbursed for other fees associated with MCCA such as enrollment, supply, and registration.

17. I've had troubles in the past getting homeschool to cover faith based courses. Is Denali PEAK covering all courses next year?

Denali PEAK is able to reimburse for curriculum, materials, instruction, activities, lessons, and supplies that are not faith based. Many of the courses through MCCA are taught or instructed through non-religious means (such as PE, music, and art), which allows for reimbursement. Each year MCCA shares curriculum and instructional information with Denali PEAK to determine what can be reimbursed.

18. I've heard Denali PEAK takes up to six weeks to process reimbursement. Will this process be faster entering into this partnership?

Denali PEAK's six week processing time may take place at the beginning and/or end of the year when there is an influx of receipts submitted. Traditionally the turnaround time for reimbursement is, at most, three weeks if all paperwork is submitted by the parent/guardian together. With our partnership, Denali PEAK will be able to pull the necessary paperwork directly from MCCA, decreasing the processing time.

19. If my student is already enrolled in MCCA and Denali PEAK, what is the process to determine if my student may need special education services?

If a parent/guardian has a concern about their child's academic abilities, we encourage them to contact Denali PEAK's Anchorage office (907-563-0990) and ask to speak to a member of their Special Education Team.

20. What if I enroll in MCCA and select "No" to enroll in Denali PEAK, but later change my mind?

Denali PEAK is able to help any family wanting to participate in the MCCA and Denali PEAK partnership. If you initially selected "No" to enrolling in Denali PEAK when you enrolled in MCCA, please contact their Anchorage office (907-563-0990) prior to the count date and they will gladly help you enroll.

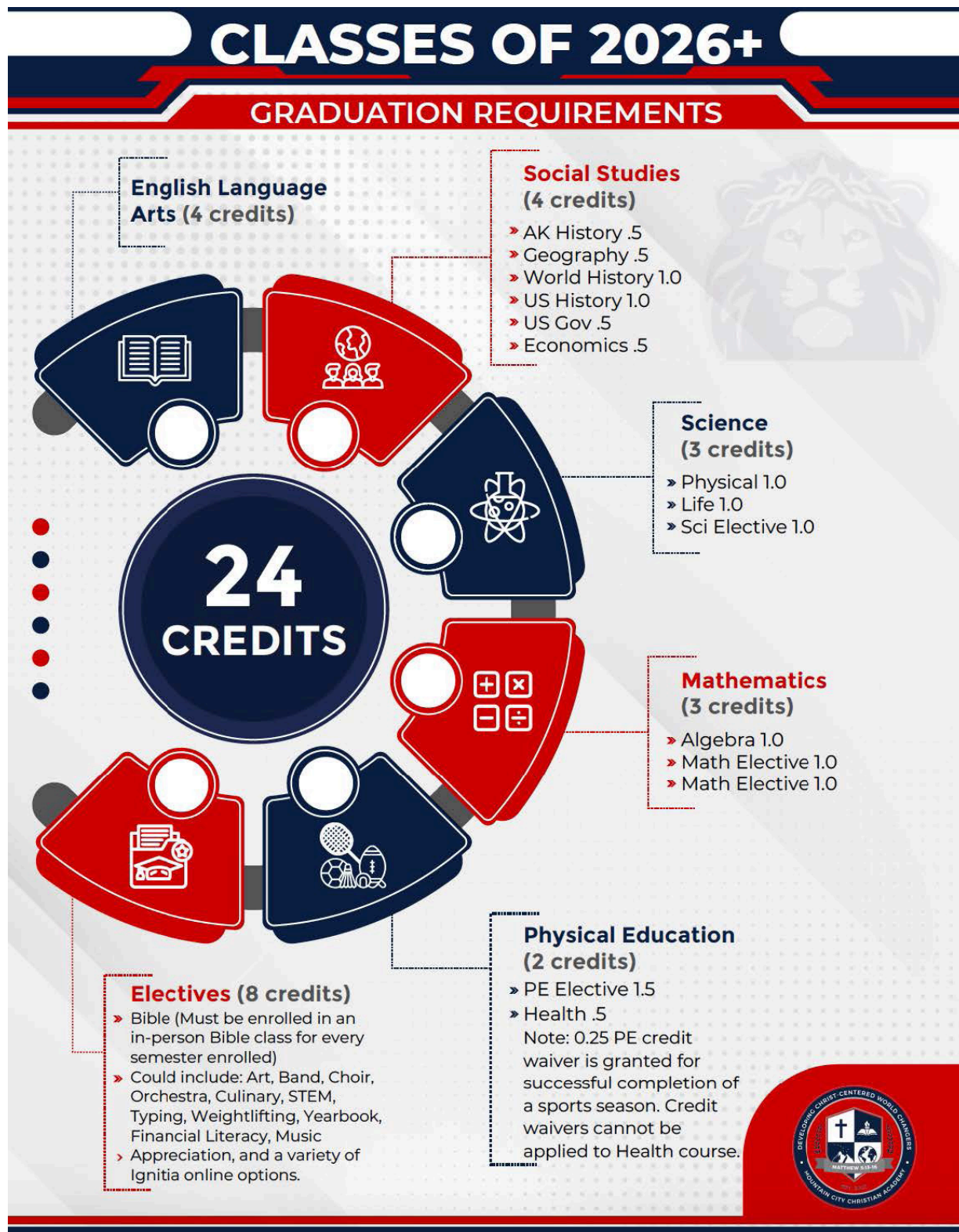
21. How will I know what classes will be on my student's CREW (ILP) from MCCA?

The advisor teacher dedicated to MCCA families will contact the parent/guardian and review the appropriate courses listed on the CREW (ILP) that were developed from the student's MCCA schedule from FACTS. Also, there may be a time the advisor teacher dedicated to MCCA will be available at the school if that is easier for the parent/guardian.

22. How involved do I have to be with Denali PEAK if we enroll in both MCCA and Denali PEAK?

It is the parent/guardian's decision as to how much or how little they involve themselves with Denali PEAK. We understand the time and energy that is involved in enrolling in one school, let alone two. We encourage parents/guardians to read Denali PEAK emails, and participate when it is convenient for them. Denali PEAK advisors will reach out to MCCA parents about the CREW (ILP), questions they may have, or just to check in.

GRADUATION REQUIREMENT INFOGRAPHIC



REQUIRED AND IN-PERSON HIGH SCHOOL COURSE OFFERINGS CLASS OF 2026+

SUBJECT	CREDIT HOURS COMPLETED				CREDIT HOURS
BIBLE	Triumph of Christ (1.0)	Bible Doctrine (1.0)	Biblical Worldview (1.0)	Ethics (1.0)	4 credit hours total
ENGLISH	English 9 Composition (0.5)	English 10 Composition (0.5)	English 11 Composition (0.5)	English 12 World Literature (0.5)	4 credit hours total
	English 9 Literature (0.5)	English 10 Literature (0.5)	English 11 US Literature (0.5)	Communications 12 (0.5)	
FINE ARTS	Art, Choir, Concert Band, or Orchestra (all 1.0) or Jazz Band (0.5)	Art, Choir, Concert Band, or Orchestra (all 1.0) or Jazz Band (0.5)	Art, Choir, Concert Band, or Orchestra (all 1.0) or Jazz Band (0.5)	Art, Choir, Concert Band, or Orchestra (all 1.0) or Jazz Band (0.5)	
MATH	Pre-Algebra (1.0) or Algebra 1 (1.0)	Algebra 1 (1.0), Geometry (1.0), or Consumer Math (1.0)	Geometry (1.0), Algebra 2 (1.0), or Financial Algebra (1.0)	Optional Math Elective (1.0)	3 required credits
PHYSICAL EDUCATION	PE, Weight Lifting, or Health (0.5/semester)	PE, Weight Lifting, or Health (0.5/semester)	PE, Weight Lifting, or Health (0.5/semester)	PE, Weight Lifting, or Health (0.5/semester)	1.5 required PE credits & 0.5 required in-person Health (k) credit=0.25 PE credit waiver
	Athletic team participation (k)	Athletic team participation (k)	Athletic team participation (k)	Athletic team participation (k)	
SCIENCE	Physical Science with lab (1.0)	Biology with lab (1.0)	Chemistry with lab (1.0)	Optional Science Elective (1.0)	3 required credits
SOCIAL STUDIES	Alaska History & Integrated Geography (1.0)	World History (1.0)	United States History (1.0)	Government (0.5) and Economics (0.5)	4 credits required
WORLD LANGUAGES	American Sign Language I-V or French I-II (all 1.0)	American Sign Language I-V or French I-II (all 1.0)	American Sign Language I-V or French I-II (all 1.0)	American Sign Language I-V or French I-II (all 1.0)	

(Continued on the next page)

<p>ELECTIVE OPTIONS (may change yearly based on availability)</p>	<p>DDF*, Home Economics, Yearbook, Chapel Worship, Teacher's Aide, Office Aide (all 0.5 credits/ semester)</p>	<p>DDF*, Home Economics, Yearbook, Chapel Worship, Teacher's Aide, Office Aide (all 0.5 credits/ semester)</p>	<p>DDF*, Home Economics, Yearbook, Chapel Worship, Teacher's Aide, Office Aide (all 0.5 credits/ semester)</p>	<p>DDF*, Home Economics, Yearbook, Chapel Worship, Teacher's Aide, Office Aide (all 0.5 credits/ semester)</p>	<p>4 credits required</p>
<p>UNIVERSITY SCHOLARS PROGRAM (USP) COURSES</p>			<p>English Composition I 105 (1.0)</p>	<p>English Composition II 106 (1.0)</p>	<p>USP courses may be taken in place of the equivalent core courses to fill credit requirements. See guidance counselor for further information.</p>
			<p>US History to 1877 1110 (1.0)</p>	<p>Fundamentals of Speech 100 (1.0)</p>	
			<p>US History 1877-present 1120 (1.0)</p>	<p>Politics and American Culture 1100 (1.0)</p>	
			<p>Principles of Biology 1000 (1.0)</p>	<p>Essentials of Economics 2110 (1.0)</p>	
			<p>Principles of Earth Science 1010 (1.0)</p>	<p>Principles of Biology 1000 (1.0)</p>	
			<p>College Algebra 1020 (1.0)</p>	<p>Physical Science 102 (1.0)</p>	
			<p>Precalculus 1030 (1.0)</p>	<p>College Algebra 1020 (1.0)</p>	
			<p>General Psychology 200 (1.0)</p>	<p>Precalculus 1030 (1.0)</p>	

IMMUNIZATION COMPLIANCE STANDARDS

Dose #	Alaska Immunization Compliance Standards Kindergarten through 12th Grade					
	Diphtheria, Tetanus, Pertussis (DTaP, DTP, Td, Tdap)		Polio (IPV/OPV)		Measles, Mumps, Rubella (MMR)	
	Required Spacing		Required Spacing		Required Spacing	
	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
1	Not valid before 6 wks of age	Before facility entry	Not valid before 6 wks of age	Before facility entry	Not valid before first birthday	Before facility entry
2	1 month after #1	3 months after #1	1 month after #1	3 months after #1	1 month after #1 (measles only)	3 months after #1 (measles only)
3	Current age less than 7 years		1 month after #2	1 year after #2		
	1 month after #2	3 months after #2				
	Current age 7 years or older					
	6 months after #2	1 year after #2				
4	Current age less than 7 years					
	4 months after #3	1 year after #3				
	Current age 7 years or older					
	Only 3 valid doses required					
5*	Current age less than 7 years					
	6 months after #4 AND on or after 4 years of age	Before facility entry				
	Current age 7 years or older					
	Only 3 valid doses required					

(Continued on the next page)

Grades K-12 Page 2 of 3	Alaska Immunization Compliance Standards Kindergarten through 12th Grade					
Dose #	Diphtheria, Tetanus, Pertussis (DTaP, DTP, Td, Tdap)		Polio (IPV/OPV)		Measles, Mumps, Rubella (MMR)	
	Required Spacing		Required Spacing		Required Spacing	
	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
	<p>An additional dose is required if minimum spacing requirements are not met.</p> <p>* Dose #5 is not required if an appropriately spaced dose #4 was received on or after 4 years of age.</p> <p>A child who has received 6 or more doses does not require more, regardless of spacing.</p> <p>Pertussis is not required on or after 7 years of age unless 10 years has passed since the last tetanus/diphtheria containing vaccine.</p>		<p>An additional dose is required if minimum spacing requirements are not met.</p> <p>Polio is not required on or after 18 years of age.</p>		<p>An additional dose is required if minimum spacing requirements are not met.</p> <p>Second dose: Measles only required. However, mumps and rubella often are received as a component of MMR vaccine.</p> <p>Rubella is not required on or after 12 years of age.</p>	
10 year booster	Tdap Requirement: Required within 10 years of last tetanus/diphtheria-containing vaccine.					

V. 07/2023

(Continued on next page)

Grades K-12 Page 3 of 3	Alaska Immunization Compliance Standards Kindergarten through 12th Grade					
Dose #	Hepatitis A		Hepatitis B <i>* 2 dose complete series is approved for select vaccines for ages 11 years and older</i>		Varicella "Chicken pox" Required only in grades K-6	
	Required Spacing		Required Spacing		Required Spacing	
	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
1	Not valid before 1st birthday	Before facility entry	At birth	Before facility entry	Not valid before 1st birthday	Before facility entry
2	6 months after #1	19 months after #1	1 month after #1	3 months after #1	1 month after #1	4 months after #1
3			2 months after #2 AND at least 4 months after #1	18 months after #2		
	An additional dose is required if minimum spacing requirements are not met.		An additional dose is required if minimum spacing requirements are not met. 2 dose option for adolescents: Three (3) appropriately spaced doses of Hepatitis B are required unless a copy of a medically-verified record documents receipt of 2 doses that meet ALL the following criteria: Vaccine Used: <i>Merck RecombivaxHB</i> "Adult" formulation (Contains 10mcg of Hepatitis B surface antigen) Age when BOTH doses were received: 11-15 years Interval: At least 4 months between doses Compliance "maximum" = 7 months after #1		An additional dose is required if minimum spacing requirements are not met. Varicella is NOT required in grades 7 - 12.	
For compliance purposes: Age = age in calendar weeks or months (e.g., "by 6-weeks of age" or "by 2-months of age") Interval between doses calculated as 28 days = 1 month						
"Maximum" (under "Required Spacing") - refers to the maximum time period before a child who has not completed the required number of doses would be "out of compliance." Doses received after the "maximum" intervals are medically acceptable and bring the child back into agreement with compliance standards.						
"Kindergarten" - For the purposes of these guidelines, a "child in kindergarten" is one who was born prior to September 2 at least five years prior to kindergarten entry. For example, a child entering kindergarten in 2023 must have been born before September 2, 2018. Definition follows kindergarten age criteria established by the Alaska Department of Education and early Development.						

V. 07/2023

MEDIA RELEASE FORM

I grant permission for my child to participate and appear in video or audio recordings, films, photographs, written articles, on websites, and/or social media sites. This consent includes the use and editing of my child's image, voice, and/or name in media projects by Mountain City Christian Academy and Mountain City Church to print, broadcast or internet media outlets, such as newspapers, radio, and television stations and news websites. In consideration for the opportunity for my child to participate, I hereby release Mountain City Christian Academy and Mountain City Church, including its employees, agents, and/or contractors, from all claims resulting from the use and editing of my child`s image, voice, and/or name, and the use, sale, editing, and release to media outlets.

I understand that this authorization will remain in effect for the duration of my child's enrollment at Mountain City Christian Academy unless I submit a written notice to revoke or modify this consent.

Student Printed Name	Student Signature	Date

Parent/legal guardian signature is required if the participant is under 18 years of age.

Parent/Guardian Printed Name	Parent/Guardian Signature	Date

MEDICAL EXEMPTION / IMMUNITY FORM

Alaska Immunization Regulations 7 AAC 57.550 and 4 AAC 06.055 require that all children in Alaska public/private schools and child care facilities be immunized unless he/she is exempted or immune.

This form is required to be on file at school and/or child care when a child is not immunized due to a medical contraindication or immunity.

Name of Child:		Date of Birth:	
----------------	--	----------------	--

The following section must be completed by an Alaska-licensed Medical Doctor (MD), Doctor of Osteopathy (DO), Advanced Nurse Practitioner (ANP), or Physician Assistant (PA) as applicable.

MEDICAL EXEMPTION

In my professional opinion, the following immunizations would be injurious to the health of the above named child or members of the child's family or household.

Note: During a vaccine-preventable disease outbreak, an exempted child may need to be excluded from routine school or child care until he/she is determined to no longer be at risk of developing the disease.

Check appropriate antigen(s):

- | | | |
|-------------------------------------|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> Diphtheria | <input type="checkbox"/> Tetanus | <input type="checkbox"/> Pertussis |
| <input type="checkbox"/> Measles | <input type="checkbox"/> Mumps | <input type="checkbox"/> Rubella |
| <input type="checkbox"/> Polio | <input type="checkbox"/> Hepatitis A | <input type="checkbox"/> Hepatitis B |
| <input type="checkbox"/> Varicella | <input type="checkbox"/> Hib | |

IMMUNITY

Check appropriate antigen(s):

- | | | |
|-------------------------------------|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> Diphtheria | <input type="checkbox"/> Tetanus | <input type="checkbox"/> Pertussis |
| <input type="checkbox"/> Measles | <input type="checkbox"/> Mumps | <input type="checkbox"/> Rubella |
| <input type="checkbox"/> Polio | <input type="checkbox"/> Hepatitis A | <input type="checkbox"/> Hepatitis B |
| <input type="checkbox"/> Varicella | <input type="checkbox"/> Hib | |

For Pertussis & Hib - History of disease does not infer immunity. Vaccination is recommended.

Name (Please print) of MD, DO, ANP, or PA: _____
 Check one: MD DP ANP PA

Signature of MD, DO, ANP, or PA: _____

Clinic Name: _____

Date: _____ Phone Number: _____

RELIGIOUS EXEMPTION FORM

Alaska Immunization Regulations 7 AAC 57.550 and 4 AAC 06.055 require that all children in Alaska public/private schools and child care facilities be immunized unless he/she is exempted or immune.

This form is required to be on file at the school, preschool, or child care facility if religious exemption is applicable. (Note: Personal or philosophical exemptions are not allowed per state law.)

Notarization and annual renewal are required.

Name of Child: _____ Date of Birth: _____

I/We affirm that immunization conflicts with the tenets and practices of the church or religious denomination of which the applicant/parent/guardian is a member. I/We understand that if there is an outbreak of a vaccine preventable disease that my child has not been fully immunized against, my child may be at risk for disease and may be excluded from routine school or child care until he/she is determined to no longer be at risk of developing the disease.

Signature of Parent(s) or Guardian(s): _____

Telephone: _____ Date: _____
(valid from July 1 - June 30)

State of _____

Judicial District of _____ ss..

The Foregoing instrument was acknowledged before me by

_____ on this _____ day of
_____, 20 _____

Witness my hand and seal.

Notary Public Signature: _____

Notary's Printed Name: _____

Notary's City: _____

My commission expires: _____

2026-2027 TUITION RATES AND FEES

<p style="text-align: center;">ELEMENTARY (K-5) \$9,350</p>	<p style="text-align: center;">SECONDARY (6-12) \$10,325</p>
--	---

APPLICATION FEE

FACTS assesses a \$50 application fee per student for all new applicants and an \$11 re-enrollment fee per returning student.

FACTS PAYMENT PLAN FEE

FACTS requires a payment plan fee of \$25 for the semester payment plan or \$55 for all other payment options. No fee is assessed for the one-time/pay-in-full plan.

COURSE SPECIFIC FEES

Some advanced and/or elective courses (e.g., band, choir, orchestra, art, science labs, home economics, etc.) require additional fees for materials, instrument rentals, and/or projects. Dual-enrollment courses are \$300* per course in addition to tuition fees. Upon registration to a course, you will be informed if that class requires an additional cost. All fees for a class must be paid during the semester the class is taken.

ACTIVITY FEES

Each extra-curricular activity will have an associated Activity Fee that helps to cover the school's cost to offer this activity. The charge will be \$300 per high school sport and \$225 per middle school sport.

GRADUATION/SENIOR FEE

A \$100 fee will be charged per graduating senior. This fee will cover the cost of the reception, diploma, commemorative diploma cover, honor cords and a cap and gown photograph displayed at the reception. Your FACTS account will be billed in October.

MATERIALS FEE

A \$250 materials fee will be assessed per student. This fee supports the foundational resources needed for all students, including textbooks, consumables, and access to digital learning platforms.

SECONDARY INDIVIDUAL COURSE RATE

Full-time tuition rate will apply to secondary students taking five (5) or more courses. Part-time secondary students will be charged \$2,065 per course when taking one-four (1-4) courses.

SERVICE HOURS

Each family that has financial responsibility for a full-time student is required to contribute 10 service hours per school year. Families with financial responsibility that receive a financial aid award are required to contribute 20 service hours per school year. Families with financial responsibility that have only part-time students are required to contribute 5 hours. These hours are per family, NOT per student. Service hours that remain incomplete at the end of the academic year will be billed through the FACTS account at a rate of \$25/hour.

2026-2027 FINANCIAL ASSISTANCE AND DISCOUNTS

FINANCIAL AID

MCCA offers eligible families the opportunity for financial assistance. To apply, go to www.factsmgt.com, but do not sign in. At the top, click **Parent** and then down arrow. Select **Financial Aid**. Find **Looking to fill out an application** and click on **Apply**. If you have received aid in the past click **Sign In** and apply. If you have never received aid, click **Create Account** and apply. Please note the financial aid login is different from the FACTS login.

Applications must be submitted annually. FACTS assesses a \$45 application fee. For 2026-27, the Financial Aid application window is January 2-April 30. Awards will be communicated by May 29. Please note: no combined financial aid package (discounts+aid) will exceed a maximum of 50% off tuition. Families receiving a financial aid award will need to log 20 service hours per family during the 2026-27 year.

SIBLING DISCOUNT

A sibling discount is available to full-time, in-person students. The first student pays in full. The next sibling will receive \$880 off; the third sibling will receive \$1,770 off; the fourth sibling will receive \$2,650 off; the fifth (and subsequent) sibling will receive \$3,530 off. Online students cannot receive this discount. Discount does not apply to staff members.

MOUNTAIN CITY CHURCH MEMBERSHIP

Mountain City Church offers a \$1,000 discount per eligible family for church members. Families can apply for this discount through our website. This discount does not apply to staff members.

PASTORAL DISCOUNT

MCCA offers a 50% discount from the entire tuition bill for all full-time vocational pastors. Application for this discount can be made through our website.

REFERRAL INCENTIVE

MCCA offers a \$250 credit per full-time student for a referring family. There is no cap on the number of referral incentives that can be received. The referral incentive will be credited to the FACTS account.

PRESCHOOL INCENTIVE

Students currently attending LMMA that apply/enroll with Mountain City Christian Academy will receive \$1,000 off tuition for the kindergarten year.

FULL-TIME MILITARY/FIRST RESPONDER DISCOUNT

MCCA offers a \$300 tuition discount per student for families of full-time, active-duty military or first-responder personnel. Application for this discount can be made through our website.

PEAK PARTNERSHIP

MCCA partners with Denali Peak Correspondence School. As a PEAK Partner, MCCA students may enroll with Denali Peak, simplifying the enrollment process and the grade/receipt submission processes. This collaboration provides families with a reimbursement check of up to \$3,200 per student to help cover their child's academic expenses. Families may choose not to participate in this partnership or to enroll in an alternate, though similar, program and handle enrollment and submissions to the program themselves.

MCCA PARENT AND STUDENT HANDBOOK ACKNOWLEDGEMENT AND AGREEMENT FORM

The purpose of this form is to ensure that both students and parents understand and agree to follow the standards, expectations, and policies outlined in the Mountain City Christian Academy *Parent and Student Handbook*.

Please read the following statements carefully before signing.

STUDENT ACKNOWLEDGEMENT

I acknowledge that I have received and read (or have had read to me) the Mountain City Christian Academy *Parent and Student Handbook*. I understand the expectations for behavior, academics, attendance, technology use, dress code, and all other policies described in the handbook. I agree to follow these rules and understand that failure to do so may result in disciplinary action according to school policy.

Student Printed Name and Grade	Student Signature	Date

PARENT/GUARDIAN ACKNOWLEDGEMENT

I, the parent/guardian of the above-named student, acknowledge that I have received and reviewed the Mountain City Christian Academy *Parent and Student Handbook*.

I understand and support the school policies, including but not limited to:

- Academic expectations
- Attendance policies
- Code of Conduct and disciplinary guidelines
- Technology and Internet use policies
- Dress Code requirements
- Safety procedures and Communications policies

I agree to partner with MCCA in supporting these guidelines, and I understand that it is my responsibility to ensure my child complies with all policies contained in the handbook. I understand that the policies in the handbook may be updated during the school year and that MCCA will communicate changes as needed.

Parent/Guardian Printed Name	Parent/Guardian Signature	Date
Primary Phone Number	Primary Email Address	

By signing above, both student and parent/guardian affirm that they understand the policies and expectations outlined in the MCCA *Parent and Student Handbook*, they agree to follow and support these expectations throughout the school year, and they acknowledge that this agreement is required for student enrollment and continued attendance.

2026-2027



MOUNTAIN CITY
CHRISTIAN ACADEMY

6575 EAST NORTHERN LIGHTS BOULEVARD
ANCHORAGE, ALASKA 99504

mountaincitychristian.academy

907.337.9575