

Golden Gate Academy

[www.ggacademy.org](http://www.ggacademy.org)



## Application Process

Applications are accepted year round. There are four items that need to be submitted to the GGA office for a complete application:

1. Golden Gate Academy Preschool Application
2. Preadmission Health History – Parent's Report (LIC 702)\*\*
3. Copy of your child's birth certificate, official hospital/medical record, or passport\*\*
4. One-time \$60 Application fee\*\* (cash or check) for each application

\*\*Not required for returning students who have already submitted the required item

The director will contact the applicant by the phone numbers provided on the application and will give 48 hours for a response unless otherwise noted by the director.

## Entrance Requirements

Golden Gate Academy accepts healthy children ages 18 months to 5 years of age. To enter into the 3-year-old class potty training is strongly advised and is required after January of the school year in order to get the children ready to enter into the 4-year-old class, where potty-training is a requirement. The class structure will be considered when enrollment takes place.

Golden Gate Academy is a department of Golden Gate Baptist Theological Seminary. GGA is a private school and reserves the right to accept or refuse any application. If an application is refused for any reason, the application fee will be refunded within 30 days of the refusal notice. Race or ethnic background is not a factor in admissions. Refunds are not available for applications that are withdrawn. The submission of an application, signed by parent or legal guardian, along with application fee does not guarantee enrollment or indicate any right to available spaces at Golden Gate Academy.

According to California law parents/guardians must turn in all enrollment forms including medical forms and immunization records before a child is allowed to attend school. The following immunizations are required for those children 2-years-old and older:

Polio (OPV or IPV)	3 Immunizations
DTP/Dta/DT/Td	4 Immunizations
MMR	1 Immunization
HIB	1 Immunization
HEP B	3 Immunizations
Varicella	1 Immunization

If there is an immunization exemption based on parent decision, the Personal Belief Affidavit must be read and signed before the child may attend Golden Gate Academy. Golden Gate Academy will provide the Immunization Record form containing the affidavit.

## Enrollment

Golden Gate Academy is a year round program. Our academic school year runs from September through May. Our summer camp program runs June through August. Children may enroll any time during the year providing there is space available. Each spring families are required to re-register their child if they plan to continue at GGA.

A non-refundable registration fee is due for each new and returning child at the time of registration along with updated paperwork. This is necessary for your child's placement, covers the cost of setting-up/maintaining your preschool account and provides an emergency pack for your child.

A supply fee will be assessed every fall semester and again for the spring semester. This fee helps to cover the cost of art supplies in all classrooms as well as diapering supplies in the two-year-old class. In addition the fee will cover the purchase of a GGA t-shirt for the Spring Program, practice CD's for both the Christmas and Spring Programs and other special projects in the classroom. This fee does not include field trip fees, which are optional.

Enrollment for the school year (September through August) begins the spring before with Priority enrollment for current students first. GGA is a year-round school and enrollment is continuously filled throughout the year and summer as space becomes available. Applications are accepted year round.



## Preschool Application

201 Seminary Drive  
Mill Valley, CA 94941  
415-380-1400 (Office)  
415-380-1302 (Fax)

[goldengateacademy@ggbs.edu](mailto:goldengateacademy@ggbs.edu)  
[www.ggacademy.org](http://www.ggacademy.org)