APPLICATION INSTRUCTIONS FOR NEW STUDENTS (NEW FAMILIES)

New students of families new to Kraybill should be enrolled using the Kraybill Applicant Portal. Current families reenrolling a current student or enrolling a new student within their family should use the Parent Portal and not the Applicant Portal.

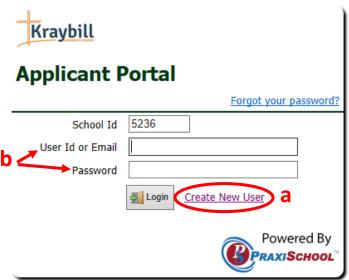
Step 1: Access the Applicant Portal

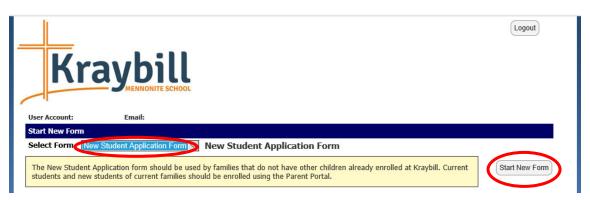
https://app.praxischool.com/site_login.php?s=5236

- a. Create a new user account. After clicking on Create New User, follow the system prompts and email verification process.
- Once you have completed creating a new user account, return to the Applicant Portal and login with your email and password.

Step 2: Complete the Application

a. Once logged into the Applicant Portal, select the "New Student Application Form" from the form menu and click on "Start New Form."





Complete Each Section Fill out the **five** sections on First Parent/Guardian Kraybill Mennonite School the application form. A red Kraybill Second Parent/Guardian 598 Kravbill Church Rd Mount Joy, PA 17552 Phone: 717-653-5236 * indicates a required field. Emergency Contact Acknowledgements Fax: 717-653-7334 Email: kraybill@lancastermennonite.org Website: www.kraybillmennonite.org You can save your **Christ-Centered PreK-8 Education** Submit Form application and complete it 11) Pause & Continue Later later by clicking on "Pause <u>Application for Admission</u> & Continue Later." Please provide the following with this application. Documents can be emailed, mailed or dropped off at the school office during normal school hours. 1. \$100 Application Fee paid online or via check made payable to Kraybill Mennonite School. 2. A copy of the student's most recent report card (grades 1-8), any achievement or state test results, and, if applicable, behavioral/psychological or educational evaluations. Other academic records may also be required. 3. A copy of the student's up-to-date immunization records. Parents/guardians may be called for an interview and an academic assessment may be required prior to acceptance. Student Information Grade Level Applying For The number after PK or K indicates number of days attending school (ex. PK2 is 2-day PreK) Middle Name Last Name

Step 3: Submit the Application & Pay the Enrollment Fee

- a. Click on "Submit Form"
- b. Pay the Enrollment Fee:

Online: Change the Amount field to \$100 and complete the required name and payment information.

OR

By Check: Click "No Payment." Checks should be made payable to Kraybill Mennonite School and can be mailed to Kraybill or dropped off at the office during normal business hours.

c. Click "Confirm" and/or "Accept Charge & Submit Form"

You should receive a confirmation email after submitting your admission application.

