



**Adventist Education**

# **Pacific Union Conference Office of Education**

## **Application and Authorization Request For Junior Academy Status**

This application and authorization request for junior academy status is to be submitted by each school requesting initial authorization to offer secondary subjects in grades 9 and 10 to the Pacific Union Conference Office of Education through the Conference Office of Education.

Applications must be reviewed and approved by the Conference Office of Education and Board of Education prior to being submitted to the Pacific Union Office of Education on or before March 1 of the calendar year in which authorization is requested.

Criteria and procedures are listed in the *Education Code, Sections A14-122, A124, A128, A132, A136, C18, C19, C20, C21, C22, C23, C24, C25 - Notes*

# Application and Authorization Request

## For Junior Academy Status

The school named below submits the attached Application and Authorization Request  
for the Establishment of a Junior Academy

Name of School: \_\_\_\_\_

Address: \_\_\_\_\_

Conference: \_\_\_\_\_ School Year to be Implemented: \_\_\_\_\_

Type of Program:

- \_\_\_\_\_ 1. Multi-grade Classroom Grades 7-9 (*Education Code #A14-124*)
- \_\_\_\_\_ 2. Standard Program Grade 9 (*Education Code #A14-128*)
- \_\_\_\_\_ 3. Standard Program Grade 9 and 10 (*Education Code #A14-132*)
- \_\_\_\_\_ 4. Subject Alternation Grades 9 and 10 (*Education Code #A14-136*)

### RECORD OF ACTIONS TAKEN

#### 1. SCHOOL BOARD

Date of Action: \_\_\_\_\_

Action Voted\*: \_\_\_\_\_

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#### 2. CONFERENCE BOARD OF EDUCATION

Date of Action: \_\_\_\_\_

Action Voted\*: \_\_\_\_\_

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#### 3. ON-SITE VISTING COMMITTEE

Date of Action: \_\_\_\_\_

Action Voted\*: \_\_\_\_\_

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#### 4. UNION BOARD OF EDUCATION

Date of Action: \_\_\_\_\_

Action Voted\*: \_\_\_\_\_

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\*The action voted by the respective board or committee should be stated here.

**A. IDENTIFYING DATA**

Name of School: \_\_\_\_\_

Address: \_\_\_\_\_

Conference: \_\_\_\_\_

Principal: \_\_\_\_\_ Board Chair: \_\_\_\_\_

Year of Last Accreditation: \_\_\_\_\_ Current Enrollment: \_\_\_\_\_

**THE CONSTITUENCY**

List each church that is included in the school constituency and provide the date requested.

Name of Church	Membership	Tithe for Last Calendar Year	School Subsidy for Current Year	Number of Students in This School	SDA Students <u>Not</u> in This School
<b>TOTAL</b>					

Formula used to determine operating subsidies:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**B. FINANCIAL DATA**

1. Attach a copy of the budget for the current school year and the proposed budget. Highlight the line items that reflect proposed expenditures for library as outlined in the *Education Code Sections, C12-112*
2. Attach a copy of the most recent audited financial statement.

**C. ENROLLMENT STATISTICS**

Grade(s)	Number of SDA Students			Number of Non-SDA Students		
	Previous Year	Current Year	Next Year Anticipated	Previous Year	Current Year	Next Year Anticipated
TK-Six (Total)						
Seven						
Eight						
Nine						
Ten						

**D. PROPOSED CURRICULUM AND TEACHING LOAD**

This section provides data on the proposed curriculum and teaching load for the next two school years. Specific instructions for completing each column follow:

- Column 1** List the name of each teacher who will be assigned teaching responsibilities in grades 7-9 or 7-10 on the numbered lines.
- Column 2** List each class for each teacher which is included in the proposed teaching load. Include all elementary classes, as well as the proposed secondary classes.
- Column 3** Place a "Y" or "N" after each secondary subject to indicate whether the teacher has an endorsement on the denominational teaching certificate for that subject. (Note: An elementary endorsement on a teaching certificate is valid in grades TK-8 in a self-contained

classroom. A secondary subject endorsement is valid for that subject in grades 7 and 8 in the departmentalized program.)

- Column 4** Indicate the grade or grades that will be enrolled in each class.
- Column 5** State the projected enrollment for each secondary class.
- Column 6** Indicate the length of the proposed secondary class; i.e. one semester or two semesters.
- Column 7** Give the credit which is to be granted for the proposed secondary course. (See the *Pacific Union Education Code C20-104.*)
- Column 8** Give the number of minutes per week that the proposed secondary class will be in session. (See the *Pacific Union Education Code C20-108.*)
- Column 9** Fill in the blanks at the top of the column to show the dates for the next two school years.
- Place an "X" under the school year(s) in which the class will be taught. (Example: If the class will be taught on alternating years, place an "X" in the column for the school year in which it is to be taught.)

(A) Secondary Faculty	(B) Certification		(C) Courses Taught	(D) Denomination Certification (Y/N)	(E) 1 or 2 Semesters	(F) Semester Credit	(G) Total Minutes per week	(H) Texts NAD Approved (Y/N)
	State (which)	Denom. (type)						
Name:								
Other Assignments:								
Name:								
Other Assignments:								
Name:								
Other Assignments:								
Name:								
Other Assignments:								

