



Welcome to Mountain Springs Preparatory Academy!

Admission Checklist

Please send the paperwork listed below *prior* to your student's admission.

- Completed BlueStep Application**
 - Use Google Chrome (will not work on any other browser)
 - Pin is 2711
 - Add all parents, legal guardians, and significant family members as contacts
- **Admission Contract**
- **Notarized Power of Attorney**
 - Please have notarized prior and bring the original to the admission.
- **Approved contact sheet**
- Copy of immunization records**
- Copy of insurance cards** (front and back)
- Copy of most recent physical** (within 12 months)
- Custodial documentation** (if applicable)
- Academic:** Copy of current unofficial transcript
- Academic:** Copy of IEP or 504 plan (if applicable)
- Medical:** Anything deemed necessary

On Admission Day

- Medications:** One month's supply and or active prescription.
- Payment:** See amount listed in Financial Agreement page of contract

Please send all paperwork to Desiree Fryer, Admissions Assistant.
Email Address: desiree@certsgroup.com
Fax Number: 435-304-1174

****Will be sent to you by our admissions team upon confirmation of acceptance and competition of application.**