



In Living Memory of the Brave WWII Heroes of Bataan

**Bataan Military Academy™**  
8001 MOUNTAIN ROAD PLACE NE  
ALBUQUERQUE, NEW MEXICO 87110  
(505) 292-5588



Re: Application Instructions for the 2009-10 School Year

Dear Parent and Student:

In order to apply for admission to attend the Bataan Military Academy™, you will prepare and submit the following documents:

- (A) Complete the attached *Application* form and accurately provide all requested information.
- (B) The student will write a one page letter of interest addressed to the Admissions Committee providing the following information:

Why are you interested in attending the Bataan Military Academy™?  
List and describe your personal and academic qualities that will contribute to the mission of the Academy.

- (c) After completing the *Application*, the letter of interest, and reading the *Academy Expectations*, you will call the Academy office to schedule an interview. Bring two hard copies of the Application, and your letter for the interview.

Following the interview, you will receive notification by telephone and a letter concerning the status of your application. If you are accepted to attend the Academy, you will come to our office to complete the registration process.

Attending the Bataan Military Academy™ is an important step in your life. The Academy stands ready to provide assistance with the application process. If you have questions, please call our Office.

Thank you for your interest. I remain,

With best regards,

Shelby Dawson Tallchief, Founder  
Commodore of the Academy



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## APPLICATION FOR ADMISSION

INSTRUCTIONS: The parent and student will print and complete the following forms. Bring copies of this form and the student's letter of interest for the interview. The parent(s) and the student will attend the interview.

Student's Name: (last, first, mi): \_\_\_\_\_ Date (dd/mmm/yy): \_\_\_\_\_

NOTICE: I hereby certify that all information provided herein is accurate and complete. Furthermore, I understand and agree that the applicant could be denied admittance and/or removed from the Academy for providing false or misleading information on this document.

Name of Adult Completing Application: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_ Student's Entering Grade Level: \_\_\_\_\_

Mailing Address (Street or PO Box): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Parent's Work Number: \_\_\_\_\_ Parent's Cell Number: \_\_\_\_\_

I verify that the above information true and correct. Initials: \_\_\_\_\_

### Background Information:

1. The most recent middle school and high school the student attended:

Middle School Name: \_\_\_\_\_ Location (city) \_\_\_\_\_

High School Name: \_\_\_\_\_ Location (city) \_\_\_\_\_

2. Was the student absent more than ten (10) school days during the last school year?

No  If yes, explain: \_\_\_\_\_

3. Has this student ever been long-term suspended or expelled from a school?

No  If yes, cite charge(s): \_\_\_\_\_

4. Has this student ever been short-term suspended either in or out of school?

No  If yes, cite charge(s): \_\_\_\_\_

5. Has this student ever qualified or received special education or 504 services?

No  If yes, cite level or disability: \_\_\_\_\_

6. Was this student receiving special education or 504 services at the school last attended?

No  If yes, cite disability: \_\_\_\_\_

7. Is this student regularly taking any prescription medication? If yes, purpose: \_\_\_\_\_

No  Yes (If yes, cite medication: \_\_\_\_\_)

8. List the student's most recent semester grades in the following subjects: (Bring the most recent Report Card.)

|                |             |                |                |
|----------------|-------------|----------------|----------------|
| English: _____ | Math: _____ | History: _____ | Science: _____ |
|----------------|-------------|----------------|----------------|

### Honors and Awards

9. List Honors or Awards: \_\_\_\_\_

10. Has this student participated in intramural sports?

No  Yes Sport(s): \_\_\_\_\_

11. Has this student performed volunteer work in the community?

No  If yes, describe most recent: \_\_\_\_\_

12. How did you find out about the Academy?  Newspaper  Direct Mail  Friend  Other \_\_\_\_\_

*After completing the application and letter of interest, call the Academy to schedule an interview.*



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The Academy does not discriminate against any student or employee in accordance with federal, state and local statutes, codes and regulations. The following conditions are specific expectations for all students (Cadets) and parents of students attending the Bataan Military Academy™. Parents and students freely agree to meet the *Academy Expectations*. The Academy is a school of choice. *Academy Expectations* are not requirements for admission. In the tradition of the finest military academies in the United States, the Bataan Military Academy maintains the following expectations for all Parents and Cadets:

### ACADEMY EXPECTATIONS FOR CADETS

The Academy maintains high academic standards preparing students (Cadets) for post-graduation college, university, highly technical training and outstanding leadership positions in the community.

Academy classroom education will be supported with homework and projects assignments.

Cadets will learn and practice leadership standards, expectations, and courtesies at all times while attending the Academy.

Complete honesty, respect and willingness to provide appropriate assistance to other Cadets and staff members are minimal expectations.

The Cadet agrees to follow all Academy behavior standards as per the *Cadet Code of Conduct Manual*.

The Cadet will participate in holiday and summer trainings as determined by the Academy and the United States Naval Sea Cadet Corps (USNSCC) regulations.

Because of physical training, students with asthma or regularly taking any medication may not be allowed to join.

The Cadet will dress in a uniform and maintain the uniform each day as determined by the Academy. initials: \_\_\_\_\_

### EXPECTATIONS FOR PARENTS AND CADETS

Parents and Cadets understand that the Academy is a non-recruiting military school. Having attended the Academy, presently attending the Academy, or membership in the USNSCC, is not an obligation for military service for the Cadet. Parents and Cadets understand that the Academy and USNSCC are non-recruiting organizations.

Parents grant free and full approval for the Cadet to join the United States Naval Sea Cadet Corps (USNSCC). The Cadet fully and freely agrees to join and maintain good standing in the United States Naval Sea Cadet Corps. Students with asthma or regularly taking medication may not join.

Parents and Cadets agree to provide all requested school-related documentation, such as, the student's prior report cards, IEPs, attendance records, test scores and other information requested by the Academy, and to do so, in a timely manner as specified by the Academy.

Parents and Cadets agree to work with teachers and other Academy staff members in a cooperative and professional manner towards the best interest of the Cadet.

The parents and Cadet understand that a grade lower than 70% is considered at-risk for failure. With a grade lower than 70%, the Cadet will be assumed failing to meet the Academy's academic standards.

Parents and Cadets understand that the Academy will not provide credit recovery programs, such as on-line or computer curriculum.

If the Cadet elects to withdraw from the Academy, the Cadet and parent agree to return all uniforms, military-related gear and equipment belonging to the Academy. Failure to return items will result in charges and withholding records.

Parents and Cadets agree to follow Academy automobile arrival, departure and parking guide lines.

Parents and students agree to the Academy Code of Conduct Regulations and Extra Military Instructions in the event of a violation; otherwise, the parent will request and annually sign an exemption form available in Academy Headquarters.

### EXPECTATIONS FOR PARENTS

1. The Parents assume financial responsibilities for program annual membership, holiday, summer and other training (and insurance and transportation for the Cadet) as determined by the Academy and USNSCC.
2. Parents agree to make a financial deposit for the Academy uniforms, gear and appurtenances provided to the Cadet.
3. As needed, Parents are expected to provide four (4) hours of volunteer service each month of the school year to the Academy.
4. Parents agree to provide specified financial support or lab fees for the Academy's educational computer technology.
5. In a timely manner, the Parents agree to provide a medical "sports physical" by a physician for the Cadet as requested by the Academy and USNSCC.
6. Parents agree to provide citizenship verification for the Cadet's membership in USNSCC.

I have read and accept the above described conditions: Student's initials: \_\_\_\_\_

Parent's initials: \_\_\_\_\_



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## LOTTERY POLICY

### APPLICATION PROCESS:

1. BMA will announce the opportunity to apply for enrollment by advertising in the newspaper as well as other means that are distributed throughout the city.
2. Applications for enrollment will be accepted during announced Open Enrollment periods.
3. Once the student has completed the application process, the student will be accepted for registration either through the lottery or on a first-come-first-serve basis if there are more openings than student applications. The registrar or designee will assign each successful applicant a number. A corresponding item with that number will be placed into the Lottery Box.
4. A receipt record of applications will be kept on file at all times at the school.
5. Applications must be completed and received by 5 pm on the day before the scheduled lottery.

### LOTTERY PROCESS:

1. A lottery will be advertised to the public.
2. The registrar or designee will draw numbers for the lottery. The corresponding names will be listed in the order that they are drawn. All names will be drawn and listed in the order of the drawing on the appropriate roster. After student openings are filled, all others will be put on a waiting list according to the order of their drawing.
3. Subsequent lotteries will be conducted based upon enrollment openings.
4. Students will be notified of their status.

### REGISTRATION PROCESS:

1. Students will be notified by telephone and/or by mail. Families will be informed of the dates, times and location of registration.
2. Those students who decide not to attend BMA will have registration removed and the space will be filled.
3. Students will be deemed registered when the following is completed or submitted to the registrar:
  - Withdrawal slip from the previous school
  - Copy of immunization records
  - Verification of original birth certificate
  - Unofficial transcript
  - Special Education or 504 documents (if applicable)
  - Emergency contact information
  - Health insurance information
  - Completion of application and payment for USNSCC membership
  - Release of information
  - The BMA registration form
  - Other information as requested

BMA will operate as a non-sectarian, non-religious, public school and will comply with all applicable federal, state and local laws, rules and regulations including, without limitation, the Constitutional provisions prohibiting discrimination on the basis of race, color, national and ethnic origin, disability, age, creed, gender, religion or ancestry. BMA will not charge tuition to any student.

Student's name (last, first, mi): \_\_\_\_\_ Date: \_\_\_\_\_

I have read, understand and accept the above described conditions:

Student's initials: \_\_\_\_\_ Parent's initials: \_\_\_\_\_