



Mexico City Christian Academy

Avenida de las Águilas #73
Colonia Las Águilas, Atizapán de Zaragoza
Edo. de México, C.P. 52949, MEXICO
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www.mccamexico.org

REQUIRED DOCUMENTATION

In order to process your child's admission, MCCA requires the following documentation to be provided, in original or copy.

Documentation that is not in Spanish or English must be translated and legalized by the applicants.

All requested documentation should be provided to the office school before June 15 or no later than the first week of August 1- 5 .

It is necessary before the 1st day of the school provide all the documentation.

ELEMENTARY

K-6th

Students

- ☐ Original Birth Certificate
 - ☐ Copy of current passport and the appropriate FM document, if a foreign national living in Mexico.
 - ☐ Copy of CURP (Actual Month & Year)(Located on FM document)
 - ☐ Copy of Vaccination records .
 - ☐ Original medical certificate stating your child is in good health and able to participate in physical education activities.
 - ☐ Letter of good conduct.(Last School)
 - ☐ Letter from previous school acknowledging that all debts have been cleared. (Last School)
 - ☐ Five photos black and white- Child sized in matte paper wearing white blouse or shirt**
- **Only by the students goes to 6th grade.**

Transcripts & Report Card & Records

- ☐ Original Report Cards from 1st- 6th grades

Parents (Documents)

- ☐ Copy if INE from sides & both Parents or tutor. (Mexican Nationality)
- ☐ Copy of Passport and Visa from both Parents or tutor (Foreign Nationality)
- ☐ Proof of home address in México (Telmex, CFE or other service provider)

*MCCA Official Registration Package

Official Forms be provide from Office Manager (admissions@mccamexico.org)

- ☐ Official Registration Form
- ☐ INEA Waiver Form
- ☐ MCCA Photo Image Consent

If you have any concern please contact directly to the office Manager admissions@mccamexico.org or by phone 55 70 98 63 34 y/o 55 70 98 59 63 from Monday to Friday 9:00- 2:00 pm.