



## Who We Are at MCA

Maranatha Christian Academy is a K4–12 Christian school where faith and learning go hand in hand. At MCA, Jesus is at the center of all we do. Our students are known, loved, and challenged to grow both academically and spiritually. With strong academics taught from a biblical worldview, three diploma tracks, dual-enrollment college credits, access to vocational classes, and daily discipleship, we're preparing students not just for graduation, but for life. From Bible classes and chapel to sports, field trips, and fine arts, MCA is a safe, joyful place where students discover their gifts and build lasting friendships.

At Maranatha Christian Academy, everything we do rests on three pillars—**Faith, Knowledge, and Love**—truths found in the Word of God. These aren't just words we talk about; they're the foundation of our mission, the heartbeat of our school, and guides for our daily interactions.

**Faith** – We teach the “good news” of Jesus Christ—His life, death, and resurrection—and why it matters for us today. Our students learn about God's great love for them, the truth about sin, and the amazing gift of forgiveness and eternal life through faith in Jesus. We walk with them as they discover what it means to repent, receive grace, and live in the hope of new life in Christ.

**Knowledge** – We want our students to grow not only in faith and love, but also in academic knowledge and skills that will last a lifetime. We work diligently with students to help each one reach their full potential. Through a strong, challenging curriculum taught from a Christian worldview, we teach them to think deeply, be creative, and love learning—preparing them for college, career, and the unique path God has in store for them.

**Love** – We want our students to understand what it truly means to love as Jesus did. As a staff, we strive to set that example through considering others first, setting high goals, and serving freely. Our prayer is that they will carry that love into the world—living it out daily so people will be drawn to Jesus as they share the gospel with them.

If you're looking for a school that reflects your Christian values, we'd be delighted to speak with you about joining our school community. Contact us at [administration@mca-knights.com](mailto:administration@mca-knights.com) or (304) 425-5671.

## **New Students – Applying to MCA is Easy!**

### **Step 1: Submit Application**

- Our Application for Admission can be completed online at <https://www.mca-knights.com/>
- With the application, please submit the non-refundable application fee of \$50 and the following documents:
  - Pastor's recommendation
  - Birth Certificate
  - Immunization Record
  - Recent Report Card and/or Transcript
  - IEP/504/STEP documentation (if applicable)

### **Step 2: Schedule a Tour and Interview**

- Once your application is received, a school representative will contact you to schedule a tour and an interview with the Administrator and Director of Finance. Class schedules will be discussed during the interview with the Administrator.

### **Step 3: Admissions Decision**

- After your tour and interview, you will be notified via email of your child's acceptance.

### **Step 4: Enrollment & Financial Account Setup**

- Upon acceptance:
    - Obtain your child's class schedule from the Administrator
    - Apply for the Hope Scholarship, if you haven't already done so
    - Set up your FACTS Family Portal account (Instructions on p. 6)
    - Purchase required Knight Wear at <https://swords-and-spirit.printify.me/>
    - Attend Meet the Teacher Night and orientation events.
    - Follow us on Facebook
- <https://www.facebook.com/profile.php?id=61559869414944>
- Stay updated through our website, FACTS, BrightArrow, email, and text.



## What is the cost to attend Maranatha Christian Academy?

Cost Breakdown	Amount	Details
Annual Tuition	\$5,435.62	Covered in full/part by Hope Scholarship, depending on application date (see chart below)
Education Package	\$1,000	Textbooks, Technology, Standardized Testing Fee, Student Accident Insurance, Lab Fees, Student Entrance Fee for Home Sporting Events, Student Recognition
Total Cost	\$6,435.62	Families are responsible for the \$1,000 + tuition amount not covered by the Hope Scholarship

## Affordable Christian Education with the Hope Scholarship

The **West Virginia Hope Scholarship** can significantly reduce tuition costs for eligible families. For the 2026–2027 school year, the full scholarship amount is \$5,435.62. The percentage of the scholarship you receive depends on when you apply. Apply now to maximize your funding! Go to <https://hopescholarshipwv.gov>

Application Window	Funding Percentage	Scholarship Amount
Mar 2, 2026 – June 15, 2026	100% of Tuition	\$5,435.62
Jun 16, 2026 – Sept 15, 2026	75% of Tuition	\$4,076.71
Sept 16, 2026 – Nov 30, 2026	50% of Tuition	\$2,717.81
Dec 1, 2026 – Feb 28, 2027	25% of Tuition	\$1,358.90
After February 28, 2027	0% – No funding for 2026–27	\$0.00 (Can apply for 2027–28)

## Helpful Tips Before You Begin Your Hope Scholarship Application

The annual online application process for new families seeking the Hope Scholarship opens March 2, and the deadline to receive 100 percent of the funding for next school year is June 15.

Existing Hope Scholarship students must reapply annually; the renewal application period begins in January. The deadline for existing Hope Scholarship students to submit renewal applications is also June 15.



## WV Hope Scholarship is Universal Eligibility for 2026–2027

For the 2026-2027 school year, all West Virginia school-age children (K5-12) will be eligible for the [WV Hope Scholarship](#), regardless of prior public school attendance. To qualify, the student must be a resident of West Virginia, under 21, and not have completed a secondary education program.

### Key Qualifications for 2026-2027:

- **Universal Eligibility:** All school-age children in WV are eligible, including those currently in private school or homeschooling.
- **Residency:** The student must be a resident of West Virginia. Students must remain residents to continue receiving the scholarship annually.
- **Age/Grade:** The student must be school-age (typically K5-12).
- **Application Process:** Families must apply through the [Hope Scholarship website](#), with applications generally opening in March.

In addition to filling out the application at <https://app.hopescholarshipwv.com/>, state law also requires participating families to complete a notice of intent ([see NOI below](#)) and submit it to their local county school board office to participate in the program.

## When completing your child's Hope Scholarship application on the online portal, you will need the following information/documents:

- ✓ **Your child's birth certificate** issued by a state, not a hospital.
- ✓ **Your child's grade level** for the year for which you are applying for the scholarship
- ✓ **Your child's WVEIS ID#** is assigned by your West Virginia public school. This can be found on your child's report card or school lunch bill. For incoming kindergarten students, the assignment of the WVEIS ID# will generally be triggered by the submission of your Notice of Intent letter. See below for more information -

### ✓ **Proof of West Virginia Residency**

Applicants must provide documentation showing the same physical address listed on the application. Acceptable proofs include:

- Current tax records
- Mortgage or homeowner's insurance document
- Valid WV vehicle registration
- Valid WV driver's license or state ID (with a second approved proof)
- Current proof of public assistance (WV DHHR)



- Two utility bills (from different companies, issued within the last 60 days; termination notices not accepted). Eligible utilities: water, gas, electricity, telephone, cellular, garbage, internet, or cable.
- ✓ **Notice of Intent (NOI)** All Hope Scholarship students must submit a Notice of Intent (NOI) to their county board of education.
  - **Grades 1–12:** Submit the NOI **after** the Hope Scholarship application is approved.
  - **Kindergarten:** Submit the NOI **before** applying for the Hope Scholarship.
  - If your child has a WVEIS ID from public Pre-K, include it on the NOI.
  - If not, write *"Incoming Kindergarten Student"* in the WVEIS ID field to have one assigned

**Once your Hope Scholarship status is updated to 'Approved', select MCA as your school by:**

1. Logging in to the Hope Scholarship portal <https://app.hopescholarshipwv.com/>
2. After logging in, navigate to the "My Applications" tab.
3. Locate your 2026–27 application and choose Maranatha Christian Academy as your preferred school from the dropdown.
4. Once the NOI is on file and compliance is confirmed, your account status will be updated to **"Approved"** in the portal, and it will be unlocked for funding.
5. You can then access the "Pay Tuition & Fees" button to pay for the chosen semester. (Funding will not be sent to MCA until step 5 is completed.)

If you need assistance, please contact Karen Gunter, Director of Finance, at (304) 913-5945 or [kgunter@mca-knights.com](mailto:kgunter@mca-knights.com)

**Essential Steps for Returning Students to Retain Their Hope Scholarship:**

**1. Submit the Annual Continued Participation Confirmation (CPC)**

- Each year, you must file this confirmation via the online Hope Scholarship portal between **January 3 and June 15** annually—for example, for the **2026-27** school year, the window runs Jan 3 to June 15, 2026.
- Missing the deadline means your child's account will be closed and the remaining funds returned to the state. If you wish to re-enter next year, your child must reapply as a new applicant and meet all original eligibility requirements again.



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**2. Verify Residency, Age, and Graduation Status**

- Each year, you must confirm that:
  - The student is still a **West Virginia resident**.
  - The student has **not graduated** from high school.
  - The student remains **under 21 years of age**.

**3. Submit Year-End Academic/Attendance Reporting by the first week of June**

- MCA's finance department will submit attendance records to the county superintendent by the first week of June.

**4. Do I have to submit a Notice of Intent annually to my county board of education?**

- Submission of the Notice of Intent to the county board of education is a one-time requirement. It does not need to be sent annually. Families will need to submit revised Notice of Intent forms if they move or have a change in the Hope Scholarship pathway.



## What is MCA's FACTS Technology, and how do I set up my FACTS Family Portal Account?

**FACTS** is an educational technology platform that our school uses to manage academic and financial information.

The **FACTS Family Portal** is a secure online tool that, with a single login, helps families stay connected to their child's school. Through the portal, you can:

- See grades, attendance, and homework
- Communicate with teachers
- Make payments
- Update contact information
- Manage tuition

### Setting up your FACTS Family Portal account

1. Go to MCA's website at [www.mca-knights.com](http://www.mca-knights.com)
2. Click Log-In in the upper right corner
3. Click FACTS Family Portal
4. Returning Families:
  - Enter District Code: MC-WV
  - Enter your Username and Password
5. New Families:
  - Click Create New Account and follow the prompts

### **FACTS Payment Plan Setup** (only for families whose children are not eligible for the Hope Scholarship)

1. Log in to FACTS Family Portal (using the steps listed above)
2. Select the Finance link on the left
3. Click Finance Home to access the Financial Dashboard
4. Select the payment plan that is best for your family
5. You can also prepay or pay your child's lunch account on the financial screen by selecting Add Funds or Pay Now

### **Paying a Lunch Bill in FACTS Family Portal**

1. Log in to the FACTS Family Portal.
  - Go to [factsmgmt.com](http://factsmgmt.com) and click Family Portal.
  - Enter the district code (MCA-WV), your username, and password.
2. Go to Financials.
  - On the left menu, click Financial (sometimes labeled Financial Home).
3. Select Lunch.
  - Find the section labeled Prepay Accounts or Lunch.
  - You'll see your child's lunch balance listed here.
4. Make a Payment.
  - Click Add Funds or Make a Payment.
  - Enter the amount you want to pay.
  - Choose your payment method (bank account, debit card, or credit card).
5. Submit.
  - Confirm the payment and submit.
  - Your child's account will be updated, and funds will be available for lunch.

## HOPE SCHOLARSHIP NOTICE OF INTENT

Date:

County Superintendent  
of County of Residence:

County BOE Address:



Dear ,

As required by West Virginia Code §18-8-1(m), this letter is to inform you that I intend for my child(ren) to participate in the Hope Scholarship Program authorized by West Virginia Code §18-31-1 et. seq. The following child(ren) will begin participation in the Hope Scholarship Program effective with the 20\_\_ - 20\_\_ school year and will continue in the program until you are notified otherwise.

School Year Effective	Student Name <small>(First, Middle, and Last)</small>	Date of Birth	Race	Sex/Gender	Grade Level for Year Noted Above	WVEIS ID#	Individualized Instructional Program (IIP)* or Participating School**

*\* An Individualized Instructional Program (IIP) is a customized educational experience that takes place either at home or another location. Hope Scholarship Students with an IIP are not enrolled in a participating school. Students attending a microschool or learning pod are IIP students under the Hope Scholarship program.*

*\*\*A Participating School is a non-public school that agrees to all the requirements to participate in the Hope Scholarship Program. The name of the specific non-public school is not required to be listed on the form.*

The above children reside with me at the following address:

Street:

City & State:

Zip Code:

County of Residence:

For my child(ren) participating in an individual instructional program under the Hope Scholarship Program, I will annually submit my child(ren)'s test results or determination that he or she is (they are) making academic progress commensurate with his or her (their) age and ability pursuant to West Virginia Code §18-31-8(a)(4). My child(ren) shall receive instruction in reading, language, mathematics, science, and social studies. I will notify you if our home address changes.

For my child(ren) enrolled in a participating school, the participating school is required to annually file a notice of enrollment pursuant to West Virginia Code §18-31-11(a)(6).

By signing this document, I certify that I am the legal custodial parent or legal guardian of each child named in this document and that I have the legal authority to direct the education of each child named in this document.

Sincerely,

Parent/Guardian Name:

Parent/Guardian Signature:

Phone Number:

Parent Email Address: