

MCCA Admissions – Required Documents

The following academic records and required documents must be submitted in English (the family is responsible for any necessary translation). Documents may be submitted in person or via email at admissions@mcca-mexico.org.

All Applicants:

Student Enrollment Packet (including):

- Student Registration
- Student information
- Parent(s) information
- Health Form
- Financial agreement
- Manos de Vida waiver form

Signed Parent-Student Handbook Agreement

Signed Acceptable Use of Technology Policy Agreement

Official Documents (copies may be acceptable upon review of the original)

- Original birth certificate with 2 copies from both sides
- Copies of the student's and parents' passports, visa and FM3
- A copy of the student's immunization records.
- Original medical certificate.
- CURP (Letter size, 2 copies)
- Copy of a proof of address (CFE, TELMEX, phone bill, etc.)
- The previous or current years' school records.
- Letter of no debt (From the last school attend)
- The student's standardized test results (e.g. Stanford, Terranova).
- The student's most recent school's profile.

INEA Elementary Applicants (10 years old):

- 5 photos, child-sized, matte black paper, black and white blouse or shirt

Secondary / High School Applicants:

- Original elementary school certificate with 2 copies
- Original Secondary school certificate with 2 copies.
- A minimum of the student's last two years of school records (if entering into high school, all records from grade nine onward with course descriptions must be submitted)