

New Student Checklist

This checklist outlines required actions for all new Veritas Prep students and should be completed before the start of school.

Start Here



Visit VPA New Family Information Page

Scan the QR code with your camera app or visit us on the web at veritasprep.greatheartamerica.org/new-family-information/

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ME



Step 1: Enrollment Setup



Email unofficial transcript to the Registrar

Please email a copy of your unofficial transcript to Meredith Flower at mflower@veritasprepacademy.org



Complete Foreign Language Selection - See Enrollment Email

High school students request a language track (Honors Spanish I-IV, Honors French I-IV, or Honors Latin IV-V and Greek I-II). While VPA does not guarantee first choices, students will be placed in their second choice if needed.

Step 2: Family Accounts



Create a Family VPA Configio account — Required for all families

We use Configio as our payment portal for school-related purchases. Once the account is created, families will be able to access the payment portal for Athletics, College Counseling, Grade-Level Bundles, Grade-Level Book Sets, Extracurriculars, and more. **All families are asked to create an account.**



Create a Membership Toolkit (MTK) account

We use Membership Toolkit (MTK) as our Parent Service Organization (PSO) family directory and for volunteer sign-ups, ticket sales, and spirit wear purchases. **All families are asked to create an account.**

Step 3: Back to School



View VPREP Summer Checklist - Coming soon!

The VPREP Summer Checklist outlines required actions for all Veritas Prep students and should be completed before the first day of school. **This checklist will be available on the VPA website before the end of the current school year.**

Want to learn more?

Give us a call, visit us for a tour, and connect with us on social media!