

# Admissions Procedure

## Step One:

Parent submits these completed forms:

- ◆ ENROLLMENT APPLICATION FORM
- ◆ PARENT QUESTIONNAIRE
- ◆ STUDENT QUESTIONNAIRE
- ◆ FINANCIAL AGREEMENT FORM
- ◆ NON-REFUNDABLE REGISTRATION FEE

The early registration fee is \$300.00 and the deadline is March 31, 2010. After March 31, the registration fee is \$450.00 until Aug. 1st. After Aug. 1, the fee is \$550.

**TADS deadline (Tuition Assistance) is February 28, 2010. You will be informed of the amount of tuition assistance provided before the March 31 registration fee deadline.**

Lutheran High Receives these forms from their current school:

- ◆ COPIES OF:
  - Your child's latest achievement scores
  - Principal/Teacher recommendation form from SALSA schools (for class selections)

A student will be considered an applicant when step one is completed.

## Step Two:

Student Enrollment Packet is reviewed:

- ◆ Admissions Committee will
  - Review all Paperwork
  - Contact previous school/teachers
  - Possibly interview parent and prospective student
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## Step Three:

Enrollment determination

- ◆ Executive Director makes a final decision of acceptance or denial.  
Acceptance or Denial letter is sent to each family.

**OVER**



# Application for Enrollment 2010 – 2011

This section is for new students to LHS.  
SHEBOYGAN AREA LUTHERAN HIGH SCHOOL  
PARENT QUESTIONNAIRE

Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

1. Briefly explain why you want your child to attend Lutheran High School.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. Are you actively involved in church? If yes, please list the name of the church and the name of the pastor(s).  
\_\_\_\_\_
3. Describe your area of interest and/or involvement in your church.  
\_\_\_\_\_  
\_\_\_\_\_
4. What are your child's academic strengths? Weaknesses?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Did you select LHS for your child or did you leave that decision to your child?  
\_\_\_\_\_  
\_\_\_\_\_
6. Does your child have any known differences/difficulties diagnosed or a current IEP? If yes, explain.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Has your child received any counseling in the past two years? If yes, please explain.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
8. Should the school be aware of any medication your child is currently taking? If yes, please explain.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
9. Describe your child's special interests, talents, and abilities.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Application for Enrollment 2010 – 2011

10. Has your child ever experienced any social or behavior problems in school? If yes, please explain.
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11. Has your child ever been suspended, expelled, or asked to withdraw from a school? If so, please give full particulars on a separate sheet of paper, including the principal's name, along with the name and address of the school.
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12. Has your child, to your knowledge, ever experimented with or does he/she have a history of alcohol or any other type of drug use? If yes, please explain.
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13. Has your child ever been in any type of trouble with law enforcement officials? If so, please explain.
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14. What is the marital relationship in your house?  
Parents are:      • married and living together      • separated      • divorced  
                            • one parent deceased                      • child living with natural parent and step parent
15. If parents are divorced or separated who has legal custody of the child? \_\_\_\_\_  
Who has physical custody? \_\_\_\_\_  
Please outline visitation rights in cases of emergency.
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16. All mailings will be sent to the student's primary address. If duplicate mailings are required, please indicate the name and address of the person to whom it should be sent.
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17. If you have any further information which may assist us in the guidance of your child at Lutheran High School, please indicate below.
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**Application for Enrollment 2010 – 2011**

9. Have you ever been suspended, expelled, or asked to withdraw from a school? If so, please explain.

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10. What are you looking forward to at Lutheran High?

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# Application For Enrollment



Sheboygan Area Lutheran High School

PLEASE TYPE OR PRINT ALL INFORMATION

**STUDENT INFORMATION (ADDRESS TO WHERE ALL INFORMATION IS TO BE SENT)**

NAME \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ ENTERING GRADE \_\_\_\_\_  
 (Last) (First) (Middle)  
 STREET \_\_\_\_\_ CITY/ST \_\_\_\_\_ ZIP \_\_\_\_\_  
 HOME PHONE (\_\_\_\_) \_\_\_\_\_ SCHOOL DIRECTORY: \_\_\_ DON'T LIST ADDRESS \_\_\_ DON'T LIST PHONE NUMBER  
 DATE OF BIRTH \_\_\_ / \_\_\_ / \_\_\_ PLACE OF BIRTH: CITY \_\_\_\_\_ STATE \_\_\_\_\_  
 ETHNIC ORIGIN: \_\_\_ CAUCASIAN \_\_\_ AFRICAN AMERICAN \_\_\_ ASIAN \_\_\_ HISPANIC \_\_\_ NATIVE AMERICAN \_\_\_ OTHER  
 SEX: \_\_\_ MALE \_\_\_ FEMALE  
 SCHOOL DISTRICT IN WHICH STUDENT RESIDES (NAME) \_\_\_\_\_  
 TRANSPORTATION PLANS \_\_\_ Car \_\_\_ Car Pool OR \_\_\_ Tripper School Bus/City Bus - AM \_\_\_ PM \_\_\_ Both \_\_\_

**(Complete next two lines if enrolling for the FIRST time/otherwise continue with next section)**

SCHOOL LAST ATTENDED: Name \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_  
 STREET \_\_\_\_\_ CITY/STATE \_\_\_\_\_ ZIP \_\_\_\_\_

**STUDENT CHURCH MEMBERSHIP**

CHURCH \_\_\_\_\_ PASTOR \_\_\_\_\_  
 STREET \_\_\_\_\_ CITY/STATE \_\_\_\_\_ ZIP \_\_\_\_\_

**PARENT / GUARDIAN INFORMATION**

FATHER'S NAME \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ HOME PHONE (\_\_\_\_) \_\_\_\_\_  
 (Last) (First) (Initial)  
 OCCUPATION/TITLE \_\_\_\_\_ FIRM \_\_\_\_\_  
 BUSINESS PHONE (\_\_\_\_) \_\_\_\_\_ CHURCH MEMBERSHIP \_\_\_\_\_  
 E-MAIL \_\_\_\_\_ CELL PHONE \_\_\_\_\_  
 MOTHER'S NAME \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ HOME PHONE (\_\_\_\_) \_\_\_\_\_  
 (Last) (First) (Initial)  
 OCCUPATION/TITLE \_\_\_\_\_ FIRM \_\_\_\_\_  
 BUSINESS PHONE (\_\_\_\_) \_\_\_\_\_ CHURCH MEMBERSHIP \_\_\_\_\_  
 E-MAIL \_\_\_\_\_ CELL PHONE \_\_\_\_\_  
 MARITAL STATUS: \_\_\_ Married \_\_\_ \*Separated \_\_\_ Single \_\_\_ Widowed \_\_\_ \* Divorced

**WITH WHOM DOES STUDENT LIVE / RELATIONSHIP** \_\_\_\_\_

\* DESCRIBE PHYSICAL CUSTODY ARRANGEMENTS? \_\_\_\_\_ \*DESCRIBE LEGAL CUSTODY

ARRANGEMENTS (IF APPLICABLE, ATTACH DOCUMENTS IF NECESSARY) \_\_\_\_\_

ADDRESS (for **Second Parent Mailing**) \_\_\_\_\_

CITY/STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE \_\_\_\_\_

**FAMILY PHYSICIAN AND EMERGENCY INFORMATION**

Family Doctor: \_\_\_\_\_ Phone: \_\_\_\_\_ Clinic/Hospital: \_\_\_\_\_

Emergency contact person in the event neither parent can be reached: Name \_\_\_\_\_

Relationship: \_\_\_\_\_ Phone (Home): \_\_\_\_\_ Work: \_\_\_\_\_

Medical Problems or Allergies \_\_\_\_\_

# Application for Enrollment 2010 – 2011

## ACADEMIC BACKGROUND INFORMATION

To better serve the needs of your child, please answer the following questions:

Does your son/daughter have an identified learning difference or special needs?  Yes – in the past  Yes – currently  No

If you answered yes, please briefly explain your answer on the Parent Questionnaire, question #6 \_\_\_\_\_

Does your son/daughter have an IEP (Individual Education Plan)?  Yes  No

If yes, at which school? \_\_\_\_\_

**PLEASE READ THE FOLLOWING STATEMENTS AND ACKNOWLEDGE WITH INITIALS IN THE APPROPRIATE SPACES**

**PARENT / STUDENT**

## CHRISTIAN EDUCATION

We agree to support and cooperate with Sheboygan Area Lutheran High School in its program of Christian Education. **Please initial** \_\_\_ / \_\_\_

## SCHOOL POLICIES

We will abide by all policies, rules, and regulations, striving to be a supportive part of the Christian Community of students and Teachers as we work together in God's name. **Please initial** \_\_\_ / \_\_\_

## PARENT INTERNET RELEASE

As the parent or guardian of this student, I have read the Technology Acceptable use agreement. I understand that any violation of this Regulation is unethical and may constitute a criminal offense. I have personally discussed the agreement with my son/daughter and have made them aware of the conditions and consequences of its use/misuse. I understand that it is impossible for LHS administrators, faculty and staff to monitor or restrict access to all controversial materials when students are given access to the Internet. I hereby release LHS, its operators, and any institutions with which it is affiliated from any and all claims and damages of any nature which may arise from my son/daughter's use, or inability to use this access. This approval will remain in effect during the school year unless cancellation is submitted in writing by the parent/guardian or cancelled by the administrator. **Please initial** \_\_\_ / \_\_\_

## STUDENT INTERNET AGREEMENT

As a student, I have read the Internet use agreement and agree to follow this agreement completely. I will not access forbidden information and I will not try to change or modify any computer setups or programs belonging to LHS or any other facility. Should I commit any violation, my access privileges may be revoked, school disciplinary action may be taken, and/or appropriate legal action may be taken. I also understand that general student guidelines always apply. **Please initial.** \_\_\_ / \_\_\_

## PUBLICITY RELEASE

I hereby grant permission for any photographs or publicity involving my child while a student at Sheboygan Area Lutheran High School to be used in connection with publicity of Sheboygan Area Lutheran High School. **Please initial** \_\_\_ / \_\_\_

I HAVE READ THIS APPLICATION FOR ENROLLMENT, INCLUDING THE ABOVE STATEMENTS

Father's Signature \_\_\_\_\_ Mother's Signature \_\_\_\_\_

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

If child is under joint legal custody, both parents must sign above

**NON-DISCRIMINATION POLICY** - Lutheran High School of Sheboygan, WI admits students of any race, color, national, and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to the students of the school. It does not discriminate on the basis or race, color, national, and ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to the students of the school. It does not discriminate on the basis of race, color, national and ethnic origin in the administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school administered programs.

**Mission - "Preparing Christian Leaders – One Student at a Time"**