

Admissions Procedure for Enrollment 2018-2019

Step One: Student Enrollment Packet compiled

- Parent completes these forms:
 - Enrollment Application (for new students); Family Verification Sheet (for returning students)
 - Tuition & Fees Schedule
 - Non-refundable Registration Fee
 - Early registration fee deadline is April 20, 2018
 - \$200 for one child
 - \$300 for two children
 - \$400 for three or more children
 - Registration fee after April 20, 2018 increases by \$100
 - Automatic payment plan is set up with SMART Tuition – information on setting up SMART Tuition will be available soon (Voucher families should choose the 1-payment plan)
- New student & parent meet with Principal
- Student is considered enrolled when Step One is complete

Step Two: Mailings and Meetings – July and August 2018

- A packet of school forms and information will be mailed home mid-July
- Back to School Night will be held August 22nd

Application for Enrollment – Trinity Lutheran School

***PLEASE PRINT ALL INFORMATION AND COMPLETE BOTH SIDES OF THE PAGE. ***

STUDENT INFORMATION

School Year _____

(ADDRESS TO WHERE ALL INFORMATION IS TO BE SENT)

Name: _____ / _____ / _____ Grade Entering: _____
(Last) (First) (Middle)

Street: _____ City/State: _____ ZIP: _____

Home Phone: (_____) _____ Gender: ___ Male ___ Female

Date of Birth: ____/____/____ Date of Baptism: ____/____/____

Ethnic Origin: ___ Caucasian ___ African American ___ Asian ___ Hispanic ___ Native Amer. ___ Other

Last School Attended: _____

Church: _____ City: _____

PARENT/GUARDIAN INFORMATION

Father: Name (Last) _____ / (First) _____ Home Phone (_____) _____

Cell Phone: (_____) _____ Email: _____

Employer/Occupation: _____

Business Phone: (_____) _____ Church Membership: _____

Mother: Name (Last) _____ / (First) _____ Home Phone (_____) _____

Cell Phone: (_____) _____ Email: _____

Employer/Occupation: _____

Business Phone: (_____) _____ Church Membership: _____

Parents' Marital Status: ___ Married ___ Single ___ Widowed ___ Divorced* ___ Separated* (*Complete section below)

*With whom does student reside/relationship: _____

*Physical custody arrangements? _____

*Describe legal custody arrangements (if applicable, attach necessary documents) _____

*Second parent mailing (if necessary) address: _____

City/St: _____ ZIP: _____

STUDENT MEDICAL AND EMERGENCY CONTACT INFORMATION

Medical problems or allergies: _____

Current medication: _____

Family Doctor: _____ Phone: _____ Clinic/Hospital: _____

Emergency contact people (other than parents):

(1) Name: _____ Relationship: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

(2) Name: _____ Relationship: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Primary Insurance: _____ Group #: _____ Policy #: _____

Consent & Authorization to treat: In the event of an EMERGENCY, I/we _____

The parent(s)/legal guardian of _____ hereby authorize & consent to medical treatment and transport of my/our child. I/we agree to assume any and all costs involved.

Parent/Guardian Signature: _____ **Date:** _____

ACADEMIC BACKGROUND INFORMATION:

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: _____

Does your son/daughter have an IEP (Individual Education Plan)? ___ Yes ___ No If yes, at which school? _____

GRANDPARENT INFORMATION

(1) Names: _____ Phone: _____

Address: _____

City/St: _____ ZIP _____ Email: _____

(2) Names: _____ Phone: _____

Address: _____

City/St: _____ ZIP _____ Email: _____

PLEASE READ THE FOLLOWING STATEMENTS AND INITIAL:

CHRISTIAN EDUCATION

We agree to support and cooperate with Trinity Lutheran School in its program of Christian Education. **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. **Initial** _____

PARENT INTERNET RELEASE

As parent of guardian of this student, I have read the One to One Technology Use Policy. I understand that any violation of this policy 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 Trinity administrators, faculty and staff to monitor or restrict access to all controversial materials when students are given access to the Internet. I hereby release Trinity, 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 administration. **Initial** _____

STUDENT INTERNET AGREEMENT

As a student, I have read the One to One Technology Use Policy 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 Trinity 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. **Initial** _____

PUBLICITY RELEASE

I hereby grant permission for any photographs or publicity involving my child while a student at Trinity Lutheran School to be used in connection with publicity of Trinity Lutheran School. **Initial** _____

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

Father’s Signature _____ Date: _____

Mother’s Signature _____ Date: _____

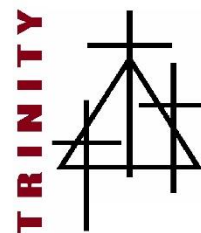
Student’s Signature _____ Date: _____

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

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

Trinity Lutheran School

Tuition & Fees Schedule 2018-2019



Parent(s) Name _____

Address _____

Phone: Home _____ Work _____ Cell _____

Email _____

Church Membership _____

List student(s) enrolled for 2018-2019 at Trinity Lutheran School:

_____ (grade) _____

_____ (grade) _____

_____ (grade) _____

_____ (grade) _____

		Please circle all that apply to your family's situation	
Tuition per student	Trinity Member Gr. K-8	Yes	\$1,870
	Community Member Gr. K-8	Yes	\$2,900
	4K	Yes	\$2,070
	3K (5 days a week)	Yes	\$2,295
	3K (4 days a week)	Yes	\$1,925 Mon., Tues. Wed. Thurs. Fri. (circle which four days student will attend*)
	3K (3 days a week)	Yes	\$1,550 Mon., Tues. Wed. Thurs. Fri. (circle which three days student will attend*)
			*Please note that Mondays and Fridays are frequently days off of school (please see calendar). *Missed days cannot be made up another day of the week.
Wisconsin Parental Choice Voucher Program		Yes	Will/have applied between Feb. 1 – April 20
(Feb. 1 – April 20)		No	Will not apply
Request for Tuition Assistance		Yes*	*In order to receive Tuition assistance, an application must be filled out through SMART Aid and turned in by August 1.
(Feb. 1 – April 20)		No	No assistance necessary
Annual Registration Fee		\$200	1 Student (if paid by April 20*)
(early bird date: April 20)		\$300	2 students (if paid by April 20*)
		\$400	3 or more students (if paid by April 20*)
			*After April 20, each registration fee increases by \$100
		\$0	If qualified for the WPCP Program and awarded a voucher

Please continue on reverse side

Band Fee		Yes	\$500 per student
Pre-School/Kindergarten Snack Milk		Yes	\$20 per student per year
Outdoor Education	Gr. 4-6	Yes	\$75 per student
	Gr. 7	Yes	\$100 per student
8th Grade Confirmation Fee	Gr. 8	Yes	\$30 per student
Yearbook Fee (all students receive a yearbook)			\$20 per student
Athletic Fee (extracurricular sports grades 5-)	5/6 girls volleyball	Yes	\$25
	5/6 girls basketball	Yes	\$25
	5/6 boys basketball	Yes	\$40
	7/8 girls volleyball	Yes	\$40
	Cheerleading (gr. 7 & 8)	Yes	\$10
	Cross Country	Yes	\$20
	7/8 girls basketball	Yes	\$50
	7/8 boys basketball	Yes	\$50
Tuition Payment Plan		Annual	Full payment of yearly tuition is payable on or before August 30.
		Semester	Payment of tuition twice per year. The first two payments are due on August 30 and February 28.
		10 month	Payments are automatically withdrawn each month August through May.
		12 month	Payments are automatically withdrawn each month August through July.

Tuition & Fee Payments are set up via SMART Tuition.

Registration fees should be brought to the school office.

Please sign and return this form to the Trinity School Office.

(If joint legal custody, please make sure both parents/guardians sign a financial agreement form. If one parent/guardian backs out of their agreement, the other will be responsible for the full tuition cost of the child.)

Signature

Relationship

Date

Signature

Relationship

Date