

*Application for Admission*  
*2021-2022 School Year*



Grace Lutheran School

Established 1982

*Educating the whole child:*

Educational Excellence • Character Development

Artistic Discovery • Athletic Achievement

# *Admissions* Policy

Grace Lutheran School (GLS), mindful of its mission to be a witness to the love of Christ for all, admits and does not discriminate against students of any race, color, sex, age, or national origin to all the rights, privileges, programs, policies and activities generally accorded or made available to students at this school.

To be enrolled in Kindergarten, students must have reached the age of five (5) years on or before September 1. Birth or baptismal certificates are required as proof of age before enrollment takes place.

**Students applying for admission to GLS from another school must present previous school transcripts, recommendations for admission, and authorization for us to obtain prior standardized achievement scores.**

Should there be a question regarding placement, a faculty member may screen the child, or the child will be given a standardized ability test for proper placement.

In accordance with our philosophy, GLS strives to develop the whole child. Severe grade level discrepancies, learning disabilities, or social, emotional, or behavioral problems may prevent us from teaching the whole child. In such cases, those desiring admission may be requested to pursue further evaluation with the help of professionals outside of the school to determine if GLS can provide an appropriate learning environment for the student.

**All newly enrolled students are subject to an academic and conduct probationary period of one trimester.**

**Enrollments apply to one school term only and must be renewed each year.**

Students who are accepted for enrollment must apply themselves to the ability that God has given them, conform to all rules and regulations of the school, and respect the Lutheran teachings.

## **Church Attendance**

An integral part of Christian training is participating in worship services. Parents are encouraged to serve as role models for their child(ren) in worship attendance. A record of attendance at weekly church services and Sunday School is kept by each classroom teacher.

Grace Lutheran Church offers a variety of opportunities to worship. Please refer to the church website ([www.GraceHB.org](http://www.GraceHB.org)) for a schedule of services and events.

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## **Grace Lutheran School**

*5172 McFadden Avenue, Huntington Beach, CA 92649*

*(714) 899-1600 (714) 899-1615 fax*

*[www.GraceSchoolsHB.org](http://www.GraceSchoolsHB.org)*

*Darin Zylstra, Principal*

*Leslie Ivy, Director of Admissions*

*Grace Lutheran School is a part of Grace Lutheran Ministries:*

Partnering with parents to educate the whole child, spiritually, emotionally, socially, academically and physically in a Christ-centered environment.

# Admissions Procedures

## Applications for Admission

**Priority enrollment for admission is for current students and families only, and will begin January 15 and conclude January 28** The non-refundable application fee of \$150.00 per child (\$200.00 beginning January 29) must accompany the application for admission. Once the student is accepted to Grace there is a non-refundable curriculum fee that covers books, planners and the yearbook. The fees are \$250 for Jr. K and Kindergarten students, \$350 for 1st through 5th grade students, and \$400 for 6th through 8th grade students.

Open enrollment will begin for *all* students, new or returning, on a first-come basis, beginning January 29 and will require the \$200.00 non-refundable application fee.

There is a \$250 tuition credit offered for the referral of new students. If the referred student's application is accepted and they enroll for the 2021–2022 school year, you will receive a \$250 tuition credit (allocated \$25 per month). If you have any questions regarding this program, please contact the school office at (714) 899-1600.

## Junior Kindergarten

Children applying for Junior Kindergarten must be 4 years old by September 1st and be developmentally ready for a structured, five day a week, classroom setting. Children not meeting this requirement may enroll in the preschool program.

## Kindergarten

Children applying for Kindergarten must be 5 years old by September 1.

## Admission Notification

### Accept

The student is qualified to attend GLS and shows promise of not only benefiting from, but also contributing to the school community. Returning students must be current on all fees and tuition. This group of students is offered enrollment positions which must be accepted or declined within two weeks of notification.

### Acceptance Packet

Along with the letter of acceptance for admission, an acceptance packet will be mailed home. The forms found in the acceptance packet are also available in the school office and online at [www.GraceSchoolsHB.org](http://www.GraceSchoolsHB.org).

All forms in the acceptance packet and the curriculum fee must be turned in to the school office at the time of acceptance. Once the acceptance forms have been processed and the curriculum fee paid, registration will be complete for your child (ren).

### Waitlist

The waitlist is comprised of qualified candidates who are available to fill an opening in a specific grade. Waitlist candidates are ranked by the priority system found in the Admissions Policy. The waitlist does not carry over from one application year to another.

### Non-Accept

Non-accept indicates that at this particular time, GLS is not the appropriate educational match for the student.

# Admissions Timeline

## Application for Admission - Priority Enrollment

(Priority Enrollment is for returning students and Grace families **only**)

January 15 - January 28

## Application for Admission - Open Enrollment

(Open registration is for all students, new or returning, on a first-come basis)

January 29

## Applications for Tuition Assistance Available

February 8

## Application for Tuition Assistance Due

April 9

## Admission Notification sent to New Students

March 26

## First Smart Tuition Payment Due

July 10 (12 month) or September 10 (10 month)

## 2021/2022 School Year Begins

September 8, 2021

# Admissions Checklist

## Jr. Kindergarten, Kindergarten and Grade 1

Kindergarten students must be five (5) years old on or before September 1.

*Admission Requirements:*

- Application for Admission
- Copy of birth or baptismal certificate
- \$150.00 (\$200 beginning January 29) non-refundable Application Fee (due with application)
- Curriculum fee due upon acceptance

## Grades 2-5

*Admission Requirements:*

- Application for Admission
- Copy of birth certificate (*New students only*)
- Vaccination Record (*New students only*)
- Request for Transcripts, Recommendations for Admission and Standardized Achievement Test scores
- \$150.00 (\$200.00 beginning January 29) non-refundable Application Fee (due with application)
- Curriculum fee due upon acceptance

## Grades 6-8

*Admission Requirements:*

- Application for Admission
- Copy of birth certificate (*New students only*)
- Vaccination Records (*New students only*)
- Tdap Booster (7th grade)
- Request for Transcripts, Recommendations for Admission and Standardized Achievement Test scores
- \$150.00 (\$200.00 beginning January 29) non-refundable Application Fee (due with application)
- Curriculum fee due upon acceptance

# Fee Schedule

## All fees are nonrefundable

### Required Fees (per child):

Application Fee Jr. K - 8th Grade (January 15- January 28)	\$150
Application Fee beginning January 29	\$200
Curriculum Fee Jr. K-Kindergarten	\$250
Curriculum Fee Grades 1-5	\$350
Curriculum Fee Grades 6-8	\$400

**The Application Fee is due at the time the application is turned in.**

The Curriculum Fee is due at the time of acceptance.

**5th –8th Grade Dell Chromebook** \$450-\$500

A Dell Chromebook will be issued to every 5th grade and middle school student. The Chromebook will be theirs to take home every day during the school year and keep when they graduate. This cost includes a case, insurance and extended warranty.

### Other Fees (per child):

From time to time throughout the year, other fees may be incurred for things such as class parties, buses, or other special events. GLS makes every effort to keep these additional fees to a minimum.

**Athletics Fee (Grades 4-8, per student, per sport)** \$125-\$150

Athletics participation fee per student per sport played; paid when participation in sport begins (does not include uniforms).

**Field Trip and Camp Fees** TBD

Jr. Kindergarten through 8th grade attend educational field trips throughout the school year. The 6th & 7th grade students attend overnight science camps. The 8th grade students attend a week long trip to Washington D.C.

# Tuition Schedule

## Tuition and Fee Information

All fees are non-refundable. Tuition is refundable only after a two week written notice of early withdrawal is received. Tuition will be refunded on a prorated basis calculated on the student's last day of school.

## Two Tuition Payment Plans Are Available

### Annual

Full payment by check or cash of the tuition is payable on or before August 9, 2021 directly to the school office. For credit card payments a 2% processing fee will be applied.

### 10 or 12 month payment plans through Smart Tuition\*

Tuition will be divided into 10 or 12 equal monthly payments with Smart Tuition. The 12 month payment plan will begin on July 10, 2021 and the 10 month payment plan will begin on September 10, 2021. Smart Tuition will charge a \$55.00 late fee on payments not received by the designated due date. Smart Tuition will charge a 3% convenience fee if paying by credit card.

## 2021-2022 Tuition Schedule

	<i>Annual (Cash or Check)</i>	<i>Smart Tuition 10 or 12 Month Payment Plan</i>
<b>Jr. Kindergarten Half Day</b>	\$5,245	\$5,350 (\$535/\$446)
<b>Jr. Kindergarten or Kindergarten Full Day</b>	\$5,490	\$5,600 (\$560/\$467)
<b>1st - 5th Grade Includes Steam Lab Fee</b>	\$7,105	\$7,250 (\$725/\$605)
<b>6th - 8th Grade Includes Steam Lab Fee</b>	\$7,300	\$7,450 (\$745/\$621)

**\*Smart Tuition Setup Fee:** If paying your tuition monthly there is a \$50 Smart Tuition account setup fee (one fee per family). This fee will be invoiced on your first statement.

**Sibling Discount:** \$175 per year, per child

**Preschool Sibling Discount:** If you have a student in the preschool and elementary/middle school, a 2.5% discount will be applied to the preschool student's tuition.

## Financial Aid

At Grace Lutheran School, we believe that a Christian education is not a commodity, it is a ministry. If you would like to apply for financial aid, please go to [online.factsmgt.com/signup](https://online.factsmgt.com/signup) to submit an application for financial aid.

# Application for Admission

Applicant(s): List all children applying for admission youngest to oldest:

						Half / Full Day	Y/N	
Name (First)	(Middle)	(Last)	Date of Birth	Grade applying for	Jr. K ONLY	Gender	GLS Student	
						Half / Full Day	Y/N	
Name (First)	(Middle)	(Last)	Date of Birth	Grade applying for	Jr. K ONLY	Gender	GLS Student	
						Half / Full Day	Y/N	
Name (First)	(Middle)	(Last)	Date of Birth	Grade applying for	Jr. K ONLY	Gender	GLS Student	
						Half / Full Day	Y/N	
Name (First)	(Middle)	(Last)	Date of Birth	Grade applying for	Jr. K ONLY	Gender	GLS Student	
						Half / Full Day	Y/N	
Address						City	State	Zip
Home Phone		Primary Residence With (Name):		<input type="checkbox"/> Father	<input type="checkbox"/> Mother	<input type="checkbox"/> Both Parents	<input type="checkbox"/> Guardian	<input type="checkbox"/> Other

## Family Information

Father/Guardian			(First)	(Middle)	(Last)	E-mail		
Address (if different from applicant)						City	State	Zip
Home Phone			Cell Phone					
Profession/Position			Company			Work Phone Number		
Work Address						City	State	Zip
Mother/ Guardian			(First)	(Middle)	(Last)	E-mail		
Address (if different from applicant)						City	State	Zip
Home Phone			Cell Phone					
Profession/Position			Company			Work Phone Number		
Work Address						City	State	Zip

## Church Membership Information

Name of Home Church \_\_\_\_\_

Date Child (ren) Baptized \_\_\_\_\_

Do you attend church:  Yes  No

Does your child attend Sunday school:  Yes  No

## Student Academic Needs

Does your child have any special educational needs?     IEP     504 plan

**Or, have they been evaluated/diagnosed with any of the following?**

(If yes, please explain on a separate sheet of paper)

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Specific Learning Disabilities | <input type="checkbox"/> Emotional or Behavioral Disability | <input type="checkbox"/> Dyslexia                      |
| <input type="checkbox"/> Autism                         | <input type="checkbox"/> Cognitive Disability               | <input type="checkbox"/> ADD or ADHD                   |
| <input type="checkbox"/> Visual or Hearing Impairment   | <input type="checkbox"/> Speech Impairment                  | <input type="checkbox"/> Auditory or Visual Processing |
| <input type="checkbox"/> Other _____                    |   |  |

**Please include a copy of your assessment results and IEP with the application. Failure to disclose information may result in a revocation of admission.**

**\*\*Initial here that you have read this agreement: \_\_\_\_\_**

Is there anything else we should know that would affect your child (ren)'s education:

\_\_\_\_\_

Are there any family or health issues the school needs to be made aware of so we can better serve your child (ren)?

\_\_\_\_\_

Are there any legal restrictions on visitation, custody or guardianship that concern your child (ren) ?

\_\_\_\_\_

## New Students Only

Last school attended:

City

State

Reason for leaving:

\_\_\_\_\_

How did you learn of GLS?

\_\_\_\_\_

I hereby certify that the information on this application is accurate and complete and that inaccurate or incomplete information may result in non-acceptance or dismissal from school.

Parent or Legal Guardian's Signature

Date

Office Use:

Date

Time

Office Initials

\$150 / \$200 Application Fee Paid: