

# Guardian Lutheran School

## Enrollment Process

### 2019-2020

Guardian Lutheran School is happy to announce that we are ready to begin our day-school (Kindergarten – 8<sup>th</sup> grade) enrollment for the 2019-2020 school year. We will continue to offer full day Kindergarten and half day (Morning only) Kindergarten class options. Enrollment will be based on the date application enrollment papers and enrollment fees are received, and according to the following priority, during the month of January:

Policy of acceptance Kindergarten through 8<sup>th</sup> grade:

1. Members of Guardian Lutheran Church
  2. Tuition students returning to Guardian Lutheran School who were in Grades PS-7.
  3. Mission Prospects and Sister Congregations (LCMS Churches without a school)
  4. Non Lutherans who have siblings enrolled in Guardian Lutheran School
  5. Members of other LCMS Churches
  6. Members of other Lutheran Churches
  7. Non Lutherans who have attended Guardian Lutheran Preschool or have had siblings enrolled in Guardian Lutheran Preschool or Day School in the past.
  8. Non Lutherans who have never attended Guardian
- Registration will begin January 1st. Guardian members and current students will have until February 1st for Priority Registration.
  - Priority for Kindergarten registration is member full day, member morning only, non-member full day, non-member morning only.
  - Open enrollment begins February 1<sup>st</sup> and seats are awarded on a first come basis after that point.

### **New Students to Guardian Lutheran School**

A new student's enrollment is finalized after the following four criteria have been met:

1. Completed enrollment form returned to the school office with \$25 non-refundable application fee per student
  2. Registration fee paid in full (\$225 non-member, \$600 GLC member per student)
  3. Required documents returned to the school office
    - Copy of child's state certified birth certificate
    - Child's immunization record
  4. Approval of Admissions Counselor, including:
    - A recommendation from prospective student's former principal or teacher
    - An interview with prospective student and parents
    - A placement test (if needed)
- The purpose of the registration fee is to offset the cost associated with books, supplies and resources as well as the expense of field trips, technology usage and the computer lab.
- A limited amount of financial aid will be available to our tuition families. The amount given will be based on demonstrated financial needs. *Financial aid forms are available in the school office.*

**Once the four criteria have been met, notification of acceptance will be made via phone and mail.**

## **Returning Students to Guardian Lutheran School**

A returning student's enrollment is finalized after the following two criteria have been met:

1. Completed enrollment form returned to the school office with \$25 non-refundable application fee per student
2. Registration fee paid in full, by June 1<sup>st</sup>

### **Registration Fee Rates**

GLC Members:       \$600 per student  
Non-Members:       \$225 per student

### **Tuition information**

Please see the attached tuition rates form. Tuition must be paid using one of the three following options:

#### **12 Month Schedule**

Families on a 12 month tuition schedule will be billed June 1, 2019 through May 1, 2020.

#### **10 Month Schedule**

Families on a 10 month tuition schedule will be billed August 1, 2019 through May 1, 2020.

#### **Paid in Full**

Any family that pays their full tuition balance for the school year, by August 9, 2019 will receive a 2% discount on their full tuition balance.

- A limited amount of financial aid will be available to our tuition families. The amount given will be based on demonstrated financial needs. *Financial aid forms are available in the school office.*

---

Guardian Lutheran School does not discriminate on the basis of race, sex or national origin. If you have any questions, please call the school office at (313) 274-3665.



## TUITION RATES & OTHER FEES 2019-2020

### Kindergarten-Grade 8

Application Fee	\$25.00 per student
Registration Fee	\$600.00 per student (GLC Member) \$225.00 per student (Non-Member)

#### Single Student Tuition

Half Day Kindergarten	\$3,120.00	\$260.00/mo.	June 2019 – May 2020
Full Day Kindergarten	\$4,008.00	\$334.00/mo.	June 2019 – May 2020
Grade 1 - 8	\$4,320.00	\$360.00/mo.	June 2019 – May 2020

#### Multiple Student Tuition K FULL-8

2 Students	\$6,696.00	\$558.00/mo.	June 2019 – May 2020
3 Students	\$7,860.00	\$655.00/mo.	June 2019 – May 2020
4 Students	\$8,940.00	\$745.00/mo.	June 2019 – May 2020
5 Students	\$10,140.00	\$845.00/mo.	June 2019 – May 2020

#### Multiple Student Tuition K HALF-8

2 Students	\$6,288.00	\$524.00/mo.	June 2019 – May 2020
3 Students	\$7,620.00	\$635.00/mo.	June 2019 – May 2020
4 Students	\$8,820.00	\$735.00/mo.	June 2019 – May 2020
5 Students	\$10,020.00	\$835.00/mo.	June 2019 – May 2020

### Preschool

Application Fee	\$50.00 per student
Activity Fee	\$30.00 per student

#### Tuition Rates

Full Day (7:00am-6:00pm)	\$38.00/day
Half Day (7:00am-1:00pm)	\$26.00/day
Half Day (8:00am-1:00pm)	\$24.00/day
Half Day (7:00am-11:45am)	\$22.00/day
Half Day (8:00am-11:45am)	\$20.00/day



# GUARDIAN LUTHERAN SCHOOL

## 2019-2020 K-8 Enrollment Form

24544 Cherry Hill, Dearborn, MI 48124 Phone (313) 274-3665 Fax (313) 274-2076

Date \_\_\_\_\_

List all students from family that are being enrolled (oldest to youngest)

Gender  
(Circle One)

### Students

Last: \_\_\_\_\_ First: \_\_\_\_\_ Entering Grade: \_\_\_\_\_ DOB: \_\_\_\_\_ M / F

Last: \_\_\_\_\_ First: \_\_\_\_\_ Entering Grade: \_\_\_\_\_ DOB: \_\_\_\_\_ M / F

Last: \_\_\_\_\_ First: \_\_\_\_\_ Entering Grade: \_\_\_\_\_ DOB: \_\_\_\_\_ M / F

Last: \_\_\_\_\_ First: \_\_\_\_\_ Entering Grade: \_\_\_\_\_ DOB: \_\_\_\_\_ M / F

\*\* Select grades K-8 (please specify K-AM or K-Full) \*\*

### Parents/Guardians:

Name \_\_\_\_\_ Name \_\_\_\_\_

Relationship to Student \_\_\_\_\_ Relationship to Student \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

E-mail \_\_\_\_\_ E-mail \_\_\_\_\_

Work Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Name Additional Parents \_\_\_\_\_ Relationship \_\_\_\_\_

Cell Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Student Resides with  Mother & Father  Mother  Father  Other \_\_\_\_\_

Marital Status  Married  Divorced  Separated  Single  Widowed

Is English the primary language spoken in your household?  Yes  No If no, which? \_\_\_\_\_

### Church Information

Church Name \_\_\_\_\_ Pastor \_\_\_\_\_

Have your children been baptized?  Yes  No If so, when? \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

### Previous Education

School Last Attended \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_

Have students attended or applied to Guardian Lutheran School before?  Yes  No

Office Use Only

Check # \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_ Enrollment # \_\_\_\_\_

Birth Certificate  Immunizations  (over)

**Special Services Information**

Does your child have a learning disability or special education, health, or physical need? Yes No

If yes, please explain \_\_\_\_\_  
\_\_\_\_\_

\*\* A copy of your child's IEP, NPSP, or 504 and all related evaluations must accompany this application.

Is there any additional information we should know about the specific needs of your child? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Photo Publicity Release**

In consideration of the gifts of others, I hereby grant permission for any photographs or publicity involving my child while a student at Guardian Lutheran School to be used in connection with publicity or public relations of Guardian Lutheran School (full names will never be used in conjunction with a picture on social networks or the GLS website).

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

\*\* If an exception is needed due to a legal or custody issue, please consult the principal.

**Application Fee**

An application fee of \$25.00 per child must accompany this form. The application fee is non-refundable. Please make checks payable to Guardian Lutheran School. Enrollment forms will not be accepted without the application fee.

*A positive and constructive working relationship between Guardian Lutheran School and a student's parents/guardians is essential to the fulfillment of GLS's educational mission. Thus, Guardian Lutheran School reserves the right not to extend the privilege of enrollment/re-enrollment to a student if Guardian Lutheran School concludes that the actions of the parent(s)/guardian(s) make such a positive and constructive relationship impossible or otherwise seriously interfere with Guardian Lutheran School's accomplishment of its educational mission. Guardian Lutheran School also reserves the right to not extend the privilege of enrollment/re-enrollment if all information on the application is not truthful. Grade/class placement is determined by Guardian Lutheran School and does not constitute a part of this contract or its subsequent renewals. Such placement is governed by Guardian Lutheran School's administration and the school handbook. Any conduct by a student which is in violation of the Student Handbook and which Guardian Lutheran School's administration considers detrimental to the student or to other students of Guardian Lutheran School, may be deemed adequate cause for appropriate disciplinary action, including suspension or dismissal. No transcripts or student files will be released unless all financial obligations are satisfied for this current school year. Guardian Lutheran School admits students of any race, color, nationality, and ethnic origin to all the rights, privileges, programs, and activities accorded or made available to students at the school. It does not discriminate on the basis of race, color, nationality, and ethnic origin in the administration of its educational policies, scholarship programs, and athletic and other school-administered programs.*

By signing this form, I certify that the information provided by me is accurate and true to the best of my knowledge. I also acknowledge that I have read, understand, and agree to the terms and conditions as stated above.

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