

# St. John's Lutheran School K-8

13115 Telegraph Road  
Taylor, Michigan 48180  
734-287-2080

**2009-2010**

## **APPLICATION FOR ADMISSION AND REGISTRATION**

Member of St. John's Taylor \_\_\_\_\_

Member of other Church \_\_\_\_\_

No Church Affiliation \_\_\_\_\_

Date of Application \_\_\_\_\_

New Enrollment \_\_\_\_\_

Re-enrollment \_\_\_\_\_

Enrollment for \_\_\_\_ (grade)

Payment Option 10 mos. \_\_\_\_ 12 mos. \_\_\_\_

Name of Child \_\_\_\_\_

LAST

FIRST

MIDDLE

Date of Birth \_\_\_\_\_

Address \_\_\_\_\_

(Number)

(Street)

(City)

(Zip)

Telephone Number \_\_\_\_\_

(Home)

(Work) or (Cell)

Baptized \_\_\_\_ Yes \_\_\_\_ No Date of Baptism \_\_\_\_\_

Name and address of Church where baptized \_\_\_\_\_

(Name)

(Number)

(Street)

(City)

(Zip)

**APPLICATION WILL NOT BE CONSIDERED UNLESS ACCOMPANIED BY SIGNED REQUIRED DOCUMENTS AND ENROLLMENT FEE.**

Paid: Receipt # \_\_\_\_\_ Check \_\_\_\_\_ Cash \_\_\_\_\_ Date \_\_\_\_\_

**CURRENT CHURCH AFFILIATION OF PARENTS**

Father \_\_\_\_\_  
Name of Church                      Address                                      City                      Zip

Telephone Number \_\_\_\_\_

Mother \_\_\_\_\_  
Name of Church                      Address                                      City                      Zip

Telephone Number \_\_\_\_\_

**HOUSEHOLD STATUS INFORMATION**

**FATHER**

**MOTHER**

Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

If different than student

If different than student

Telephone \_\_\_\_\_

Telephone \_\_\_\_\_

Home                      Work

Home                      Work

Occupation \_\_\_\_\_

Occupation \_\_\_\_\_

(Check only those which apply)

\_\_\_\_\_ Deceased

\_\_\_\_\_ Deceased

\_\_\_\_\_ Married

\_\_\_\_\_ Married

\_\_\_\_\_ Separated

\_\_\_\_\_ Separated

\_\_\_\_\_ Divorced

\_\_\_\_\_ Divorced

\_\_\_\_\_ Remarried

\_\_\_\_\_ Remarried

\_\_\_\_\_ Single

\_\_\_\_\_ Single

**OTHER CHILDREN IN FAMILY**

**NAME**

**SCHOOL ATTENDING & GRADE**

**BIRTH DATE**

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

**EDUCATION**

School last attended \_\_\_\_\_

Name

School Address \_\_\_\_\_

Number

Street

City

State

Zip

Last Grade Successfully Completed \_\_\_\_\_

Reason for seeking enrollment (If new enrollment) \_\_\_\_\_

Has your child experienced any academic or social difficulty in school? \_\_\_\_\_ Yes \_\_\_\_\_ No

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

I give my permission to have my child tested by St. John's Lutheran School for the purpose of grade placement and/ or determining any academic difficulties.

SIGNED \_\_\_\_\_

**MEDICAL**

Please complete the following information relative to child's general health.

1. Is there any defect of vision or hearing for which the school could help your child by proper seating or other action? \_\_\_\_\_ Yes \_\_\_\_\_ No Explain \_\_\_\_\_

If yes, what would you recommend? \_\_\_\_\_

2. Does the child have any medical condition \_\_\_\_\_yes \_\_\_\_\_no, any allergies \_\_\_\_\_yes \_\_\_\_\_no which would limit participation in any (a) classroom (b) Physical Ed. (c) Interscholastic sports \_\_\_\_\_Yes \_\_\_\_\_ No

If yes, please comment \_\_\_\_\_

3. Pupil lives with

( ) own father ( ) own mother ( ) Stepfather ( ) Stepmother ( ) Other

4. If child is not living with both parents, who is the custodial parent during school days?

Name \_\_\_\_\_ Relationship \_\_\_\_\_ Telephone # \_\_\_\_\_

# St. John's Lutheran School

## My Pledge as a St. John's Parent

1. To pray for my child and all who are involved in his/her education.
2. To attend worship services and Sunday School faithfully with my child.
3. To provide a Christian atmosphere in the home, which is the most vital influence in the child's life.
4. To take primary responsibility for my child's behavior by encouraging and admonishing my child to obey teachers, staff, and school rules promptly and with respect.
5. To cooperate with and to support the teachers in the exercise of Christian discipline and in the training of my child.
6. To follow all guidelines regarding parent and teacher communication as listed in the Parent Handbook
7. To take an active role in seeing that my child's assigned homework is completed and to provide an opportunity for completing the task.
8. To fulfill my financial obligation to St. John's Lutheran School and to realize the importance of prompt payment.
9. To participate in all of the church services, school functions, or special programs which my child is required to attend. This would include singing in church services, performing/singing in school plays, musicals, etc.

I understand and fully accept the objectives stated above and sincerely pledge, with God's help, to follow through on them in my family.

Signature \_\_\_\_\_ Date \_\_\_\_\_

My children and their grade(s): \_\_\_\_\_

St. John's Lutheran School is a Christian school that provides a quality academic education which focuses on Jesus Christ. The entire program of curricular and extra-curricular activities is planned with the hope and prayer that the faith of students and teachers is nurtured and strengthened each day of the school year.

We request and expect full cooperation from students, parents, and teachers regarding all rules and regulations. We operate on the premise that the school has the authority to reprimand, suspend, or expel a student whenever the rules are not obeyed. We also want parents and students to know that tuition must be paid on time. As Christians, you will make every effort to be in church and Sunday School on a regular basis. Members of St. John's shall remain faithful in their church contributions. As interested parents, you will want to refer to your parent handbook for further information and school policies.

Signature of person responsible for tuition & fees \_\_\_\_\_

Social Security # \_\_\_\_\_

## DIRECTIONS FOR APPLICATION FOR NEW STUDENTS

1. Complete all information requested on the enrollment application. Please PRINT or TYPE.
2. **Grades 1 - 8** Submit with the application a copy of the most recent report card from the present school, a completed health form, a birth certificate, a copy of immunization records.  
**Kindergarten** For Children entering Kindergarten a copy of the birth certificate, and a copy of immunization records, and a completed health form are required. Any "Progress Reports" provided by nursery schools or day care centers should also be submitted.
3. **The enrollment fee \$150.00** must be included with the enrollment form. The \$150.00 enrollment fee will be applied to the Registration Fee, and is non-refundable unless your child is not accepted into St. John's.
4. **Students for grades 1 - 8** who are new to St. John's will be tested in the areas of reading and math. This required testing will be administered by a member of St. John's staff at a time set by you and the teacher.
5. **Non-member parents** will be interviewed by one or two members of St. John's Board of Christian Education after the enrollment form has been submitted and the child has been tested.
6. **The application** will then be reviewed by the Board of Christian Education for final decision of admission. You will be notified of the decision within four weeks of completion of the application, testing and interview.

### PLEASE ATTACH THE FOLLOWING ITEMS TO THE ENROLLMENT APPLICATION FORM

COMPLETED HEALTH FORM (Kindergarten - Grade 8 ) Available in the parish office

COPY OF IMMUNIZATION RECORD (Kindergarten - Grade 8)

COPY OF LATEST REPORT CARD (Grades 1 - 8)

COPY OF BIRTH CERTIFICATE (Kindergarten - Grade 8)

\$150.00 ENROLLMENT FEE (per family)

***St. John's Lutheran School does not discriminate on the basis of race, color, national or ethnic origin in any of its programs or educational opportunities. Priority is given, however, to members of St. John's Lutheran Church.***

# *St. John's Lutheran School*

13115 Telegraph Road  
Taylor, Michigan 48180  
734-287-2080

## **School Hours**

All classes in grades K - 8 begin at 9:15 a.m. and dismiss at 3:55 p.m.

## **OUR ADMISSION POLICIES**

Children entering Kindergarten must be five years old on or before ***December 1st*** . To enter First Grade a child must be six years old by ***December 1st***, and have attended a Kindergarten.

All new students (Grades 1 - 8) applying for admission will be tested by a member of the staff. Parents of new non-member students will be interviewed by one or two members of St. John's Board of Christian Education prior to acceptance of their child. Both the testing and the parent interview are taken into consideration in reviewing the application for approval.

## **BUS SERVICE**

Bus service is available for students living in the city of Taylor free of charge. ***Taylor Transportation is responsible for the placement of bus stops.***

## **LATCH KEY PROGRAM**

To accommodate necessary early arrival and/or late pick up, a Latch Key Program is available to member and non-member students. The Latch Key Program opens at 8:00 a.m. and ends at 6:00 p.m. each day. Hours may be adjusted

Latch Key fees are \$2.50 per hour or any part thereof, and \$3.50 for two or more children. If you pick up your child(ren) after 6:00 p.m. an additional charge of \$1.00 per minute is enforced. Billing is done bi-weekly, and payments are to be made upon receipt.

## FINANCIAL POLICY - ST. JOHN'S LUTHERAN SCHOOL

All parents and/or guardians are expected to abide by the financial policies concerning tuition and Registration Fee.

### TUITION RATES FOR THE 2009 - 2010 SCHOOL YEAR

St. John's Active Member	LCMS Church Member	Non-member
\$1300.00 per family	Grades K - 8	Grades K - 8
	1 child \$2300.00	1 child \$3000.00
	2 children 3200.00	2 children 4000.00
	3 children 3400.00	3 children 4300.00

### REGISTRATION FEES

The Registration fee is the (*non-refundable*) enrollment fee plus the book fee. The enrollment fee is due with the enrollment application and the book fee (balance) is due by **August 1st non-refundable**.

\* No enrollments will be accepted without the enrollment fee.

February 1st. marks the beginning of registration. The Registration fees will be as follows:

Enroll in February	\$50.00 enrollment fee + \$150.00 book fee (\$200.00 registration fee)
Enroll in March	\$100.00 enrollment fee + \$150.00 book fee (\$250.00 registration fee)
Enroll in April	\$150.00 enrollment fee + \$150.00 book fee (\$300.00 registration fee)

After April 30, 2009 registration fee will be raised \$50.00

\$200.00 enrollment fee + \$150.00 book fee (\$350.00 registration fee)

### OTHER FEES

**Field Trips - \$25.00 per student**

### REFUNDABLE FEES

**Recess Monitor - \$50.00 per family**

**Family Fun Festival - \$100.00 per family**

These fees will be added to the total account of each family.

If a family member serves **five times** as recess monitor from 11:45 a.m. to 12:45 p.m. the fee will be deducted from their account.

If the family serves **three three-hour shifts (9 hours total)** at the Family Fun Festival, the fee will be deducted from their account.

### ADDITIONAL INFORMATION

For further information you may stop by the school office at 13115 Telegraph Road (Corner of Northline and Telegraph) Taylor, Michigan 48180 or call the parish office at 734.287.3866 or 734.287.2080.

## 10 MONTH TUITION PAYMENT SCHEDULE

All tuition payments are due on the first day of the month, unless other arrangements are made through the Parish Administrator

## 12 MONTH TUITION PAYMENT SCHEDULE

All tuition payments are due on the first day of the month, unless other arrangements are made through the Parish Administrator. **MUST** pay on the 12 month schedule (July 1st through June 1st).

## PAST DUE ACCOUNTS

If an account becomes late, defined as on the 8th of the month, the following procedures will follow:

- A. A \$15.00 late fee is assessed to the account.
- B. Parent will be contacted by the Board of Christian Education
- C. If account is not settled, child/ren will be subject to immediate dismissal from school until such time as payment is made. The account may be referred to collections.
- D. Parents will be charged \$35.00 for checks that are returned from the bank. If a check is returned from the bank, no more checks will be accepted by St. John's School for the entire school year.
- E. Quarterly Cards and/or final report cards will not be issued until all accounts are paid in full.
- F. In order for St. John's members to receive and maintain Congregation member tuition rates, 75% (seventy five percent ) Church Attendance must be maintained throughout the entire 12 months of the calendar year. (This includes 75% summer attendance.) If the attendance requirement is not met for any given month, the tuition rate for that month will revert to a non-member rate until the family is once again in compliance with the policy.

## ADDITIONAL INFORMATION

For further information you may stop by the school office at 13115 Telegraph Road (Corner of Northline and Telegraph), Taylor, Michigan or call the parish office at 734-287-3866 or 734-287-2080