

# TRINITY LUTHERAN SCHOOL

940 Creston Rd. Paso Robles, CA 93446

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## Application for Enrollment – 2018/2019 School Year

**All forms and requirements must be met prior to school entry**

**All students must meet vaccination requirements as required by law – no personal and/or religious exemptions are accepted\***  
**One application form per student** (For families with more than one student, you may first fill out all pertinent duplicate family information that is consistent with each child in your family, then make a copy in the school office and finish completing the forms with each student's individual information, if desired) \*see immunization letter for details

### STUDENT INFORMATION

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Middle: \_\_\_\_\_  
 Applying for Grade: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Place of Birth: City \_\_\_\_\_ State: \_\_\_\_\_  
 Country (if other than United States): \_\_\_\_\_  
 Baptized/Dedicated:  yes  no If yes, date: \_\_\_\_\_ Church: \_\_\_\_\_  
 Student resides with (check one):  Both Parents  Guardian(s)  Shared Custody\*  Mother  Father  Other  
\*Court documentation needed for verification

FAMILY INFORMATION	Mother/Guardian	Father/Guardian
First and Last Name ( <i>please print</i> )		
Home Address		
City, State, Zip Code		
Cell Number & Cell Provider		
Email Address		
Occupation/Title		
Work Address/City		
Work Phone Number		
Highest Degree(s) Earned		
Are you a registered sex offender?	Circle one    Yes    No	Circle one    Yes    No

### ADDITIONAL INFORMATION

For the following, if none, answer N/A      Local Church Membership: \_\_\_\_\_  
 Pastor: \_\_\_\_\_ Last School Attended: \_\_\_\_\_ How long: \_\_\_\_\_  
 Address \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Reason for leaving: \_\_\_\_\_  
 How did you hear about Trinity? : \_\_\_\_\_

### ENROLLMENT AGREEMENT with all required SIGNATURES

For admission of my child to Trinity Lutheran School, I (we) agree with the placement of this student as established by the administration for the year 2018-2019. I (we) further understand, acknowledge and agree that Trinity Lutheran School (TLS) is a school of limited enrollment. By executing this Agreement, TLS agrees to provide a place for my child in his or her respective class, which may deprive another child of the privilege of enrolling at TLS. In the event said student withdraws, I (we) are responsible for tuition up to and including two weeks after announced withdrawal date. TLS reserves the right, at its sole discretion, to expel or dismiss the above-named student if the student's presence or the actions of a family member at TLS would be detrimental to the student or the school. In such event, parents are responsible for the remainder of the school year's tuition and fees. I (we) also understand that a **nonrefundable** registration fee is due at time of enrollment. Paperwork without accompanying fees will not be acknowledged as enrollment, and the student will not be considered until all fees and paperwork are complete. I (we) certify that the information given is complete, accurate and agreed to by all custodial parties. Further, I (we) agree to fulfill all financial obligations and to adhere to the policies and regulations of Trinity Lutheran School including clearing all delinquencies from the previous school year(s). (*over*)

Father/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mother/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ENROLLMENT INFORMATION**

<b>Enrollment Procedures</b>	<ul style="list-style-type: none"> <li>• Enrollment at Trinity is on an annual basis.</li> <li>• An application for enrollment must be filled out annually and received before the deadline for both continued and initial enrollment.</li> <li>• Application for enrollment does not constitute acceptance.</li> <li>• Once a family has been accepted, the registration procedure is mandatory and becomes part of the requirement for attendance at Trinity Lutheran School.</li> <li>• The registration/materials fee is not refundable and must accompany each application or the application will not be processed.</li> <li>• A non-refundable one-time application/evaluation fee of \$25.00 must be paid at time of evaluation. This is for all new Kindergarten and transfer 1<sup>st</sup> – 8<sup>th</sup> Grade Students, including Trinity Preschool students entering Kindergarten.</li> <li>• In households where the parents are no longer together and have shared custody, a signature of both parents must accompany the application form.</li> <li>• A copy of an official birth certificate must be included in the enrollment packet.</li> <li>• No students will be admitted without proper proof of required vaccinations.</li> </ul>
<b>All New Enrollees</b>	<ul style="list-style-type: none"> <li>• Students will be required to take an admission test at the time and place designated by the school. A non-refundable evaluation fee of \$25.00 must accompany the application in addition to the registration fee. Parents will meet with the principal after the assessments and will be notified regarding enrollment.</li> <li>• Parents of new enrollees are required to present medical records and reports and fill out the parent questionnaire form.</li> <li>• Enrollment and grade placement of transfer students will be conditional until report cards, cumulative records, a teacher evaluation form and immunization records from the previous school have been received and evaluated.</li> </ul>

**Nondiscrimination Policy**

Trinity Lutheran School admits students of any race, color, national and 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 and ethnic origin, or gender in the administration of its educational policies, admissions policies, scholarships and financial aid programs, and athletic and other school-administered programs.

All enrollment papers must be received and the first month's tuition paid prior to the student attending school. Payment is due in 10 equal monthly payments beginning August 1, 2018 and continuing each subsequent month through May. If you desire a different due date, you must submit your request on the Financial Agreement Form. If approved, this monthly due date is only good for this school year.

**FOR OFFICE USE ONLY**

Date received: \_\_\_\_\_ Registration Amount Paid \_\_\_\_\_ by  check # \_\_\_\_\_  cash

Cumulative Request Sent: \_\_\_\_\_ Cumulative Records Received: \_\_\_\_\_

TEF sent: \_\_\_\_\_ TEF received: \_\_\_\_\_ Birth Certificate Received \_\_\_\_\_