

# WELCOME NEW STUDENT TO FAITH LUTHERAN SCHOOL



## 2020-2021 SCHOOL YEAR

293 Hialeah Drive - Hialeah, FL 33010  
305-885-2845

*Celebrating Christian Education for over 40 years!*

[www.faithlutheranhialeah.org](http://www.faithlutheranhialeah.org)



# STUDENT ENROLLMENT PROCEDURES

## KINDERGARTEN THRU 8<sup>TH</sup> GRADE

*We are excited that you have shown an interest in Faith Lutheran School. We are a Christian Private School operated solely by the Congregation of Faith Evangelical Lutheran Church-LCMS. Faith Lutheran School has been open to everyone in our community since 1975 and offers a Christian based curriculum for early childhood, elementary and middle school grades. We are accredited through the NLSA on the State and National levels. Faith Lutheran School admits students of any race, color, ethnic origin or religion.*

**TO ENROLL YOUR CHILD AT FAITH LUTHERAN SCHOOL** –Please complete and return the following items.

**Step 1: NEW STUDENTS** Your child must complete an “Entrance Test” which is administered by the Principal or Lead Teacher. It is used for placement purposes only. Results are discussed the same day or within 24 hrs. The cost is **\$25 per student** to be paid in advance with the Testing Information Form. The Test Fee is non-refundable. Test fee is NOT paid by the “Step Up For Students” Scholarship.

**Step 2: NEW STUDENTS** A referral letter is necessary from the child’s previous school and the parent/guardian is responsible for guaranteeing that the previous school releases all school records to Faith Lutheran School before the student is officially registered.

**Step 3: COMPLETE** the attached Registration Packet. **INCOMPLETE FORMS WILL BE RETURNED.**

**Step 4:** Turn in forms and fees listed below to the School Office **with** the Registration packet.

- Original Health Forms (HRS 680 and HRS 3040) from a doctor’s office. Student must be up to date on all required school entry immunizations and have a current physical. (Physical Form 3040 must be **less than a year old as of August 17, 2020**)
- Original Birth Certificate - **IF A NEW STUDENT** (Copy will be made and original returned)
- Original Social Security Card - (copy to be made and original returned)
- FAMILIES WITHOUT A SCHOLARSHIP must pay the Registration Fee, Book Rental Fees, Technology Fee, and any Graduation fee if applicable with the Registration Forms.
- SUFS AWARD LETTER must be turned in with the Registration Forms
- KINDERGARTEN STUDENTS - if your child attended a **VPK Program at another school** other than Faith Lutheran Preschool you must provide the VPK 3<sup>rd</sup> Assessment Report. Your child’s preschool is required to give you a copy of the report.

### **REQUIRED TO BE PURCHASED AT SCHOOL:**

**Grades 1-8: Faith Alive ASV Bible \$30, + Student Planner \$5, + PE Uniform \$20**

### **SCHOLARSHIP: “STEP UP FOR STUDENTS” REGISTRATION INSTRUCTIONS**

- If you have applied to “Step Up For Students” and do not have an Award Letter when returning the Registration forms, YOU MUST PAY the Registration Fee, Book Rental Fees, Technology Fee, and any Graduation fee if applicable with the Registration Forms. Tuition of \$165 weekly must be paid until the School Office receives the SUFS Award Letter.
- If you have an Award Letter you may register your child(ren) with the Registration Forms and the Award Letter. You will be responsible for any tuition that is not awarded by SUFS. SUFS receives it’s official funding on July 31, of each year.

**Step 5: When your child's registration is complete you will receive:**

- The Parent Handbook (an updated copy is on our website)
- A Supply List

**Step 4: Tuition payment schedule for families with no scholarship or no SUFS Award Letter.**

**Monthly Payment Plan: 10 equal payments of \$594. First payment is due on July 1<sup>st</sup> for \$594 and the last payment of \$594 is due on April 1<sup>st</sup>. Total Tuition for the Year \$5,940.**

**Bi-Weekly Payment Plan: 19 payments of \$330. First Payment is due on August 15, 2020. Total tuition for this plan is \$5,940.**

**Weekly Payment Plan: 36 Payments of \$165. First Payment is due on August 15, 2020. Total tuition for this plan is \$5,940.**

**Other Payments (Fees) Due by the 1<sup>st</sup> Day of School:**

1. Technology Fee \$150 (Grades K to 4<sup>th</sup>) & \$200 (Grades 5<sup>th</sup> to 8<sup>th</sup>) for Non-Scholarship Families only
2. Kindergarten Graduation Fee \$25 - All Kindergarten Students
3. 8<sup>th</sup> Grade Graduation Fee \$50 - All 8<sup>th</sup> Grade Students
4. School lunch cost is \$20 weekly

**Thank you for enrolling your child at Faith Lutheran School!**

**FAITH LUTHERAN SCHOOL #2440**  
**Hialeah, Florida**

## Financial Responsibilities 2020-2021

<b>I. Registration (per child annually) \$815</b>				
	<u>Annually</u>	<u>Weekly</u>	<u>Bi Weekly</u>	<u>10 equal payments</u>
<b>II. Tuition:</b> <i>{Tuition, once paid is non-refundable}</i>				(July 1 – April 1)
Kindergarten - Grade 8 . . . . .	<b>\$5,940 . . . .</b>	<b>\$165 . . . .</b>	<b>\$330 . . . .</b>	<b>\$594</b>
<b>III. Other Fees:</b> (Purchased here at Faith)				
<b>Kindergarten Book Rental</b>	<b>\$180</b>	<b>PE Uniform</b>	<b>\$20 (1<sup>st</sup> - 8<sup>th</sup> Grade)</b>	
<b>Grades 1-2 Book Rental</b>	<b>\$255</b>	<b>Faith Alive Bible</b>	<b>\$30 (1<sup>st</sup> - 8<sup>th</sup> Grade)</b>	
<b>Grades 3-6 Book Rental</b>	<b>\$280</b>	<b>Student Planner</b>	<b>\$5 (1<sup>st</sup> - 8<sup>th</sup> Grade)</b>	
<b>Grades 7-8 Book Rental</b>	<b>\$305</b>			
<b>Technology (K-4<sup>th</sup> Grade)</b>	<b>\$150</b>			
<b>Technology (5<sup>th</sup> - 8<sup>th</sup> Grade)</b>	<b>\$200</b>			
<b>New Student Test Fee (K-8<sup>th</sup> Grade)</b>	<b>\$25 (Paid with Entrance Test Form)</b>			
<b>Tutoring Fee (1<sup>st</sup> - 8<sup>th</sup> Grade)</b>	<b>\$25 per hour</b>			
<b>Therapy Fee</b>	<b>\$50 per hour</b>			
<b>Kindergarten Graduation Fee: \$25    Grade 8 – Graduation Fee: \$50</b>				
<b>PLEASE NOTE: ALL PAYMENTS ARE NON-REFUNDABLE</b>				

**Before and After School Care**

Before and after school care is available at a cost of **\$2.50 per child** per offered segments for each day used. *If any portion of a segment is used by your child, you will be charged for the full segment of \$2.50 per child.*

The Segments are as follows:

- **Before School Care . . . . . 7:00 am until 8:15 am    \$2.50 per child**
- **After School Care (1) . . . . . 3:45 pm until 5:00 pm    \$2.50 per child**
- **After School Care (2) . . . . . 5:00 pm until 6:00 pm    \$2.50 per child**
- **After School Care closes at 6:00 pm.** Please be sure your child is picked up no later than 6:00 pm. If your child is not picked up by 6:00 pm, there will be an additional charge of \$5 for each additional fifteen minutes or any part of 15 minutes used per child.

**Lunch** (Optional) - Parents may choose the lunch program **by the month** catered by Nutrispa Catering Service which provides a well-balanced menu. To cancel the lunch, please inform the office in writing one week in advance.

The following prices are subject to change, but currently are:

Kindergarten to 8<sup>th</sup> Grade (includes milk) . . . . . **\$20 per week**

If you choose not to participate in our lunch program, please send your child to school with a nutritionally sound lunch.

**Please read both sides and sign on bottom of page 2**

**DISCOUNTS**

**10% discount** for entire tuition paid in advance. **Deadline is August 15, 2020**

Completed Registration Forms, Registration Fee, Book Rental Fee, Tech Fee, and Graduation fee if any must have been paid in advance or paid with full tuition payment. **This is for Grades K-8<sup>th</sup> only. Only one discount can be applied.**

**Payment and Early Withdrawal Policies**

- No student will receive a progress report, report card, transcript of grades, or a diploma until his/her financial account is current and/or paid in full.
- Students who are withdrawn early from school will have the tuition refigured to ensure that the number of weeks the student was enrolled has been paid in full. If your child is receiving a Step Up For Student/McKay scholarship, your child's scholarship **DOES NOT** cover the entire balance of TUITION unless your child is enrolled at Faith Lutheran School for the entire school year.
- We require a two-week notice when withdrawing your child from Faith Lutheran School. This allows time to get all of the paper work in order.

*I understand and agree with all the Financial Responsibilities and Policies as stated above.*

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

Parent/Guardian Print Name \_\_\_\_\_