

Saxony Lutheran High School



Admission & Enrollment
Guidelines

2021-2022

Saxony Lutheran High School Admission and Enrollment

Saxony Lutheran High School exists to center students on Christ and God's Word, to strive for excellence in all phases of education, and to prepare students for a life of Christian discipleship using God's Word as their Guide.

Statement of Non-Discrimination

Saxony Lutheran High School exists for the purpose of providing Lutheran/Christian secondary education to students in the Southeast Missouri region. Saxony Lutheran High School admits students of any race, color, and national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students of the school. SLHS does not discriminate on the basis of race, color, or national or ethnic origin in administration of educational policies, admissions policies, tuition assistance programs, and athletic and other school-administered programs.

Admission of First-Time Freshman Students

Admission is open to students that have completed eighth grade. At a consultation with the Administrator or Counselor, the previous academic and personal history of the student is reviewed and eligibility for admission is determined. A primary consideration for enrollment is the desire for a Christian school setting for the student.

Admission of Transfer Students

Unless a student is new to the area, transfer of students currently in high school is restricted to the period at the beginning of each semester of the school year. Students moving into the area may be accepted for admission if a program can be designed for the student that will meet that student's needs. Continuation of classes will be a major factor in the decision. Parents and students should be aware that mid-term transfers will require special attention to ensure successful completion of the transfer process.

Transfer students will be considered for admission on the basis of past academic records, including disciplinary history and attendance in addition to recommendations from former teachers and school administrators. A primary factor in the consideration of a transfer enrollment will be the family's desire for a Christian education.

Enrolling at Saxony Lutheran High School

The Enrollment Process

1. Parents obtain and complete an Enrollment Form available online (saxonylutheranhigh.org/enrollment) or from the school office.
2. A separate form is to be completed for each student. All students are accepted on a one-year basis unless probationary conditions are indicated. A new enrollment form is to be completed each year.
3. All new students pay a \$200 non-refundable enrollment fee at the time the Admission and Enrollment Form is submitted. The fee is submitted in conjunction with the Admission and Enrollment Form and is not applied towards tuition.

4. The completed forms with the registration fee are to be returned to the school office. Registration is complete when:
 - The admission and enrollment process has been completed.
 - The Registration fee has been paid.
 - Official records and transcripts have been received from the student's previous school.
 - If requested, an interview with the principal has been completed.
 - A schedule of classes has been approved.
5. The student will be permitted to attend classes at the start of the year if:
 - a. Registration has been completed.
 - b. Immunizations are up-to-date and proper documentation has been provided to the school.

Physical Examination & Immunizations

A physical exam is required every two years for students who participate in athletics, including cheerleading. Students will need to have MSHSAA pre-participation documentation completed every year. To simplify the process, all students will use the same physical exam form and pre-participation document. A MSHSAA Sport Examination form and a MSHSAA Pre-Participation document is available online at www.mshsaa.org and is to be submitted before participation. **All students planning to participate in athletics will be required to submit a completed MSHSAA Sports Examination Form plus the MSHSAA Pre-Participation Document which is an annual requirement.** Transfer students will need to request transfer of health records from their former school. A written verification of immunization records will be required to comply with state law. **According to state law, students whose immunization records are incomplete or missing cannot attend classes.**

Financial Information

Tuition

There has been much prayer and thought put into establishing the tuition rate. The 2021-2022 rate for students who attend one of the 24 LCMS churches is \$5,490. The rate for students who do not attend an Association church is \$7,095. The rate for international students is \$7,595. It costs approximately \$8,600 to provide a quality Christian education for each student at SLHS, therefore each student receives the equivalent of a gift of grant to attend SLHS. Members of the 24 LCMS churches will also automatically receive a discount off the base tuition based on an annual membership fee each of the churches provides.

Tuition Payment Policy

1. Four standard payment plans are offered to parents:
 - a. Tuition may be paid in full on or before the August registration date.
 - b. Tuition may be paid in two semester payments: the first due on August registration date and the second due on January 10.

- c. Tuition may be paid in ten monthly installments with the first payment due on the August registration date and the remaining payments due on the 10th of each month.
 - d. Tuition may be paid in twelve monthly installments with the first payment due on July 10, 2021 and the remaining payments due on the 10th of each month.
2. All families in the 10 or 12-month payment plan must pay an initial one-time fee of \$50 due on the August registration date.
 3. Payments are due on the 10th day of each month and will be considered late if not paid by the 20th of each month.
 4. When a student enrolls after a selected payment plan has begun, the initial tuition payment must bring the payment plan up-to-date, with regular payments due each month thereafter.
 5. Tuition payments must be current to permit students to attend classes at the beginning of each semester.
 6. Parents may apply to the school administration for special payment plans to accommodate unique financial circumstances.
 7. Semester report cards, official school records, and transcripts will not be released until tuition and fees that are due have been paid in full. Access to online grade reports will also be blocked.
 8. To enter a time payment plan after the first payment date has passed, prior months' payments must be made with the first payment.

Refunds

In order to offset initial costs incurred by the school in setting up a program of instruction and providing instructional materials for a student, 10% of the total tuition due for the year will be retained by the school upon the transfer or withdrawal of a student. In addition, a per-day tuition cost will be charged by the school for each completed day of the school year in which the student has been enrolled.

Enrollment Fee

All new students pay a \$200 non-refundable enrollment fee at the time the Admission and Enrollment Form is submitted. This fee is to be submitted in conjunction with the Admission and Enrollment form and is NOT applied towards tuition.

Tuition Assistance

Tuition Assistance is awarded to families that qualify on the basis of ability and need determined by information provided on the Tuition Assistance Application.

It is important that the student has completed enrollment steps and filed a Tuition Assistance Application Form by May 1 to be considered. Applications for Tuition Assistance received after the first round of awards has been made will be considered on the basis of available funds.

There is also a sibling scholarship for families with more than one student at Saxony. This application is also due on May 1.

Applications are available online at www.saxonylutheranhigh.org/enrollment or in the school office.