

REGISTRATION FORM

2022-2023 Academic Year

St. John Lutheran School admits students of any race, color and national or ethnic origin.

Home Phone: _____

Primary Email: _____

Work/Daytime Phones (Mother): _____

Work/Daytime Phones (Father): _____

Email: _____

Very Important!! Please alert office to any changes during the year.

Child's Full Name: _____

Preferred Name/Name Child is called at home: _____ Gender: M F

Date of Birth: _____ Age as of Sept. 30, 2022: _____

Family Mailing Address:	Parents'/Guardians' Names: _____
	Street Address: _____
	City: _____ State: _____ Zip: _____
Other phone numbers not listed at top right: _____	
Best way to reach you in an emergency: _____	

MEDICAL INFORMATION – (You **MUST** also submit a *Virginia School Entrance Health Form MCH-213F*, including proof of immunizations– this form contains required information for admission, available from Director)

ALLERGIES: _____

To the best of my knowledge, my child is in good health, and has received all the appropriate immunizations for his/her age. I (we) authorize St. John Lutheran School to obtain medical care in the event I (we) cannot be located. (If both parents have custody, both parents must sign.)

x _____
Mother's/Guardian Signature & Date

x _____
Father's/Guardian Signature & Date

Emergency Contacts and Others Authorized to Pick Up Student:

Other than the parents, please list others who are authorized to pick up your child. Only those on the list will be allowed to pick up. Use additional paper if needed.

Name _____ Phone #'s: _____
Relationship to child: _____

Name _____ Phone #'s: _____
Relationship to child: _____

Name _____ Phone #'s: _____
Relationship to child: _____

Name _____ Phone #'s: _____
Relationship to child: _____

Name _____ Phone #'s: _____
Relationship to child: _____

PARENT & FAMILY INFORMATION

Parent, Step-parent or Guardian's Name: _____

Address (if not at family address) _____

Job Title/Occupation _____

Employed by: _____

Business Address: _____

Business Phone: _____

Parent, Step-parent or Guardian's Name: _____

Address (if not at family address) _____

Job Title/Occupation _____

Employed by: _____

Business Address: _____

Business Phone: _____

Who has legal custody of this child? ()Both parents ()One parent only ()Other
("Other" Relationship: _____)

If child does not live with both parents, is there a shared custody agreement? () Yes () No

If yes, please describe. For instance, "child lives part time with mother and part time with father"

Are there any court-ordered agreements of which the school should be aware? _____ (For instance, a parent is not allowed to pick up the child from school.) You must provide copies of such documents for the school office.

Names & relationships of any other adults involved in the child's care or living in the home:

Names, birthdates and grades (if applicable) of Child's Siblings:

Language(s) spoken at home: _____

Are you a member of St. John Lutheran Church? () Yes () No

If no, do you currently attend a church, if so, what faith do you follow? _____

How did you hear about St. John Lutheran School?

() Church () Current family () Newspaper () Sign () Yellow Pages () Website () Event

() Other _____

If you were referred by someone, who may we thank?

Your reasons for choosing St. John Lutheran School:

Is applicant related to a current or former SJLS student? Yes No

If yes, Name(s): _____ Relationship: _____

Name(s): _____ Relationship: _____

Has this child ever attended a home day care, day care center, school or other early childhood facility before?

Yes No If yes, list all day cares/centers/schools, dates attended, and reason for leaving:

ENROLLMENT INFORMATION

PLEASE CHECK AN ANTICIPATED ATTENDANCE SCHEDULE FOR YOUR CHILD

Early Learners (age 2 ½ yrs. by enrollment) (8:30 am – 12:30 pm) - 3-day 5-day

Pre-K3 Class (age 3 by 9/30) (8:30 am – 12:30 pm) - 5-day

Pre-K4 Class (age 4 by 9/30) (5 days only, 8:30 am – 12:30 pm)

Kindergarten Class (age 5 by 9/30) (Monday through Friday 8:30 am - 3:00 pm)

First Grade Class (age 6 by 9/30) (Monday through Friday 8:30 am - 3:00 pm)

Second Grade Class (age 7 by 9/30) (Monday through Friday 8:30 am – 3:00 pm)

Drop-In (Hourly) Extended Care (for occasional use, pre-approved by Director) (\$10.00 per hour)

Morning Extended Care (M T W Th F days – please circle) Hours: 6:30 am – 8:20 am

Afternoon Extended Care (M T W Th F days – please circle) Hours: 12:30-4:00 pm 12:30-6:00 pm

St. John 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 or ethnic origin in administration of its educational policies, admissions policies, scholarship program, athletic, or other school-administered programs.

Fees and Charges

Registration Fee:	\$200.00 to reserve space in our program
Change of Schedule Fee:	\$25.00 per change resulting in a <i>reduction</i> in attendance
Late Pick-Up Fee:	\$1.50 per minute, for every minute past 6:00 p.m.
Pre-K3 Book fee:	\$70.00 due by 1 st class day
Pre-K4 Book fee:	\$130.00 due by 1 st class day
K Book Fee:	\$170.00 due by 1 st class day
First Grade Book fee:	\$370.00 due by 1 st class day
Second Grade Book fee:	\$380.00 due by 1 st class day
Late Payment Fee:	\$25.00
Returned Check Fee:	\$35.00

PAYMENT INFORMATION

- ◆ All applicable registration fees due are to be paid to St. John Lutheran School, in full, before your child can be guaranteed a space on the roster. Enrollment is on a first-come, first-serve basis.
- ◆ **Registration fees (in-part or whole) are NON-REFUNDABLE.**
- ◆ Monthly payments on all tuition and extended care will be paid to SJLS in the school office on or before the monthly due date.
- ◆ Your child’s enrollment will be dropped if we have not received your signed payment agreement with the school (included on this form), by September 1st, unless you are enrolling after that date.
- ◆ Tuition and full-time or block extended care for the year may be paid in full by **September 20, 2022**, or within 10 days of registration, and thereby receive a 3% reduction. Payment in full should be made by check or money order, made out to St. John Lutheran School.
- ◆ Summer tuition and fees are paid directly to St. John Lutheran School.
- ◆ All other fees including book fees, field trip fees and any other costs outside academic year tuition and monthly extended care should be paid directly to St. John Lutheran School.

Schedule of Annual Tuition 2022-2023

Second Grade	\$6200.00		
First Grade:	\$5800.00	Early Morning Extended Care, 3 days	\$800.00
Kindergarten:	\$5200.00	Early Morning Extended Care, 5 days:	\$1550.00
Pre-K4, 5-day:	\$4550.00	Half Afternoon Extended Care, 3 days:	\$2500.00*
Pre-K3, 5-day:	\$4000.00	Half Afternoon Extended Care, 5 days:	\$2750.00*
Early Learners, 3-day	\$3400.00	Full Afternoon Extended Care, 3 days:	\$3400.00*
Early Learners, 5-day	\$4000.00	Full Afternoon Extended Care, 5 days:	\$3750.00*

*(Half afternoon: 12:30p - 4:00p) (Full afternoon: 12:30p - 6:00p)

**Prices are based on a 10-month schedule.

Photographic Release

I am the parent or legal guardian of the child named in this application and I give to St. John Lutheran Church and School the perpetual, royalty-free right to use such child's photo(s) in any manner they wish, whether combined with other photos or text in the school's or church's publications or website, as static displays within the school, or for promotional displays outside the school. I understand that the publications have a large audience and my child's photo will be available to the public generally. I further understand that St. John Lutheran Church and School assumes no liability or responsibility whatsoever concerning any consequences of such use.

Parent's Signature: _____

**We request that if you desire pictures of any staff member during their time in the school or on school grounds that you request their permission to do so, as with your children we respect their right to refuse having their picture taken. Thank you for respecting our staff, they strive to do their best for your children.

St. John Lutheran Church Library Use Agreement

By enrolling my child in St. John Lutheran School, I also agree to abide by the rules governing the use of the St. John Lutheran Church Library. I understand that all students who attend school on the regular library day (Wednesday) will visit the Library and check out one book, video or other material per week. Books, videos, or other materials checked out by my child will be due back to the library by the next Wednesday. I understand that my child will not be able to check out any more materials until the borrowed materials are returned, or until the lost library book fee (amount set by Librarian) has been paid. At that time my child/children may check out materials on the following library day. I further understand that the Library's materials are available to parents to borrow, on the honor system, with a check-out period of no longer than two weeks. If I check out books from the St. John Library, I will use the check-out system provided. I agree to pay the lost library book fee on any library materials I personally borrow and do not return.

Parent's Signature: _____

I/We agree to the above application for registration to Saint John Lutheran School and agree to abide by the regulations and guidelines set forth by the Parent Handbook and by the Advisory Board of St. John Lutheran School.

Signature: Mother _____ Date: _____

Father _____ Date: _____

Director: _____ Date: _____

Board Member: _____ Date: _____