



# Ascension Lutheran School

## Check List and Steps For Admission for the 2017-2018 School Year

- Fill out an application for admittance**  
Applications are available for any eligible pre-kindergarten students. Complete the Enrollment Form and return it to the school office. (Please note that all students must be 5 years old before September 1, 2017)
- Kindergarten Recommendation Form**  
This form should be taken to your child's preschool to be completed by his/her current teacher where they will complete and put it in a sealed envelope or fax it to the school office. 310-214-4657
- Screening Date and Time**  
Kindergarten screening appointment will be made by the school secretary. My scheduled appointment date & time is: Date: \_\_\_\_\_ Time: \_\_\_\_\_
- Testing Fee**  
The testing fee is \$50. Make checks payable to **Ascension Lutheran School**.
- Registration Fee**  
Once the screening results are in, the principal and kindergarten teacher will review the results. An official letter will be sent home stating the results of the screening. After you receive the acceptance letter you will have 15 days to turn in the non-refundable registration fee of **\$400**. Make checks payable to **Ascension Lutheran School**. An interview with the parent, student, principal and kindergarten teacher may be scheduled to discuss the screening results.
- Choosing a full day or half day program**  
You have the choice of having your student attend a full day or a half day program. See the attached "A Day In Kindergarten" schedule to see which program will best suit your child.
- Tuition payment information**  
The yearly tuition is made in ten or eleven payments and will begin August 1<sup>st</sup> or September 1<sup>st</sup> and will end June 1, 2018. See the Tuition and Information form.
- For more information**  
If you have any questions, please contact Mrs. Melvin, the school secretary in the school office, at 310-371-3531 or email her at [phylmel@ascensiontorrance.org](mailto:phylmel@ascensiontorrance.org).

