



# **NORTHEASTERN WISCONSIN LUTHERAN HIGH SCHOOL**

## **2022-2023 ENROLLMENT PROCEDURES**

To clarify the steps for application and admission to N.E.W. Lutheran High School, they are listed below. Should you have any questions, please contact the school at 920-469-6810.

### **Step One: Apply**

***New Families need to submit the following completed forms to the school:***

- Enrollment Application
- Non-refundable Registration Fee – The early registration fee of \$175 deadline is May 4th, 2022.
- Parent Questionnaire
- Student Questionnaire

***Returning Families need to submit the following to the school:***

- Apply via FACTS/RenWeb (under Family Information, Enrollment/Reenrollment). This must be done on a desktop, not through a mobile device.
- Non-refundable Registration Fee – The early registration fee of \$175 deadline is May 4<sup>th</sup>, 2022  
*After this date, the registration fee increases to \$250 (applicable to returning families only)*

### **Step Two: Financial Aid (Optional)**

***Parent submits application for the Wisconsin Parental Choice Program***

- Parent applies for the WPCP through an on-line application at [dpi.wi.gov/choice](http://dpi.wi.gov/choice)
- WPCP Applications must be submitted by February 1 through April 21, 2022. All families that plan to submit for financial aid through NEWLHS must review the income guidelines for the Wisconsin Parental Choice Program before applying for aid at NEWLHS.

***Parent submits for financial aid through FACTS.***

The Board of Directors of Northeastern Wisconsin Lutheran High School has established a Financial Aid Program to assist families whose financial resources limit their ability to afford full tuition. Any student (family) applying for admission to our schools may request financial assistance. Families are expected to provide the remaining tuition, since the Financial Aid program does not provide full scholarships.

Grants/financial aid for the high school will be determined through a company called FACTS. You can apply online at [www.factsmgt.com](http://www.factsmgt.com). The priority deadline for Financial Aid is May 4th, 2022 with families being notified by email of aid approval and resulting tuition obligation two weeks later. There is a fee to apply for financial aid through FACTS which must accompany the application.

Families who receive financial assistance through NEWLHS are requested to volunteer at “revenue events”, (Packer Games, Resch events, etc) through participating churches with the proceeds going towards the school tuition assistance fund. These hours can then be counted against the 25 volunteer hours that are required at NEWLHS. If the family elects to apply the funds directly toward their tuition account, these hours do NOT count towards volunteer hours.

***Parent submits (for incoming freshmen or new students only) for a “Zoe Means Life” Grant***

The “Zoe Means Life” Grant is a one-time scholarship *up to* \$1,000. An application for this grant can be requested by any new student *after* registration and must be returned by May 4th also.

*Sometimes there are scholarships available from our association churches. Please inquire to the school about these possibilities.*

### **Step Three:**

- **New Families only: Review by school of enrollment packet**

Upon receipt of enrollment forms, N.E.W. Lutheran High School will request for records or cumulative file from student's current school.

Executive Director and/or Guidance Counselor will:

- Review all paperwork
- Contact previous school/teachers
- Possibly interview parent and prospective student
- Review ACT Aspire test results for math placement

- **Returning Families:**

Student's Class schedule forms must be turned in by May 4, 2022.

### **Step Four – New Families Only**

- Attend Open House/Freshman Registration Night on January 20, 2022 (students can register any time after this date by appointment)
- Student should attend the 8<sup>th</sup> Grade Math Placement test – dates to be determined.
- Preliminary Schedule is developed by Academic Guidance Counselor as classes are available.

### **Step Five:**

Once the Enrollment Application has been accepted, the school will send a Tuition Agreement Form (TAF) and a Simply Giving Form. These need to be reviewed, completed and returned to the office prior to the first day of school along with payments if applicable.

Other Important:

1. All non-freshmen transfer students must enroll in the first two weeks of a semester. Transferring students must arrange an interview with school administration to provide information on current status and circumstances. A tentative class schedule may be set up at that time. WIAA guidelines will be followed for transfer students.
2. Current health and immunization records must be submitted to the school along with academic records from your prior school. **All freshmen need a physical examination. Juniors who are involved in athletics also need one.** Sophomores and Seniors need an alternate year form filled out. WIAA forms are available from the office and will also be handed out at the Athletic meeting held at the beginning of each sports season.
3. All families should attend the student orientation on Thursday, August 18, 2022. Schedules will be finalized and details regarding bussing, student handbook policies, etc. will be discussed.