



■ ENROLLMENT POLICY

Mount Olive Lutheran School is an agency of Mount Olive Lutheran Church. Final authority for all decisions of property and policy are vested in the Voters of Mount Olive Lutheran Church. The affairs of the school are administered by the Mount Olive School Board which meets monthly. The pastor and principal are members of the School Board.

Mount Olive Lutheran School practices a nondiscriminatory admission policy. This means that Mount Olive Lutheran School admits students of any race, color, national or 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 and ethnic origin in administration of its educational policies, admissions policies, and athletic and other school-administered programs.

Parents who wish to enroll children in Mount Olive Lutheran School must agree to the expectations detailed in the Family-School Partnership Covenant. Additionally, the following standards shall be applied by the Mount Olive School Board in determining application acceptance and continued school enrollment:

1. Re-enrollment and continued enrollment of each student shall be based upon policies outlined in the student handbook (discipline, dress, etc.) and quarterly reports of each student's progress.
2. Children will generally be admitted to any grade upon the receipt of the permanent record showing successful completion of the earlier grades in the previous school attended. However, the school reserves the right to determine a different grade placement if personal observation and/or testing warrant it. This, of course, would be done in full consultation with the child's parents. The school also reserves the right during the course of the year to discuss with parents a different grade placement for a child having difficulty at his or her current grade level.
3. Mount Olive Lutheran School is generally not equipped or staffed to educate students with special needs (e.g. mental or emotional handicaps, behavior problems, special education students). Exceptions can be made at the discretion of the School Board.
4. Mount Olive Lutheran School generally will accept into its kindergarten program children who are five by September 30. However, readiness for kindergarten involves more than reaching the chronological age of five. The faculty requires an interview/testing session for kindergartners.

The enrollment process is as follows:

I. INFORMATION

- A. Contact the office (451-1050) for any further information you wish about the school.

- B. Make an appointment with the principal to answer questions you may have about the philosophy and academic program of Mount Olive Lutheran School.

II. APPLICATION

- A. Read the enrollment policy, family-school partnership covenant and the tuition schedule.
- B. Complete the enrollment application.
- C. Return the enrollment application to Mount Olive Lutheran Church with the \$75 application fee (the application fee will be applied toward the \$300 non-refundable registration fee if the student is accepted).

III. INTERVIEW AND ACCEPTANCE PROCESS

- A. Following receipt of the application, you and your child(ren) will meet with the principal and/or the pastor for an admission interview.

At this meeting, please provide us with a copy of report cards from the previous two years and a copy of your child's most recent achievement test scores (if applicable).

- B. Your application, with a recommendation from the church/school staff, will be considered by the Mount Olive School Board.
- C. You will be notified by mail of the School Board's decision.

IV. ADMISSION

- A. Upon acceptance, the following registration forms will be mailed to you:
 1. Request for Student Records Forms
 2. Immunization & Medical Forms
 3. Tuition Contract
- B. Further instructions and school information will be mailed prior to the beginning of the school year.
- C. All admission requirements must met by the first day of school.

Families are welcome to submit applications after January 1st. Individual applications will be considered during the applicable enrollment window in the order they are received (for information on enrollment windows, please see the accompanying materials).

Mount Olive Lutheran School offers a tuition discount to each family enrolling more than one student. Be sure to read the enclosed tuition schedule to determine how the discount might affect your family.