



Steps to Enroll

Before applying, Emmanuel asks that you attend an Open House or schedule a tour of the school.

Please complete the steps below:

- For each child in the family, **complete both sides** of the 2021-2022 application. Attach the **non-refundable** Application Fee of \$100 **per child**. Emmanuel accepts cash, checks, or money orders. Please make checks payable to Emmanuel Lutheran School.
- The **non-refundable Registration Fee** for each student is \$250. For new families, this fee is due 30 days after acceptance. If paid during this 30-day time, families are eligible for a \$150 tuition credit. After 30 days, the fee is \$275 with no tuition credit. Registration fees must be paid before the start of school. With funds received through the Maryland State Non-Public Schools' Textbook Program, Emmanuel is able to keep the Registration Fee at a reasonable rate.
- Enclose a copy of your child's birth certificate and/or adoption papers.
- Following Maryland State Certification of Compliance with COMAR (Code of Maryland Regulations) 13A.09.09.10C.(3)(a), children must be 5 years old by September 1, 2020 to enter kindergarten.
- Enclose a copy of your child's most recent report card and standardized test scores. All students applying to middle school **will be tested** in reading and math. Emmanuel reserves the right to test any student before accepting for placement. Additionally, students applying to grades 3-8 are required to have a **referral form** completed by their current school. This form is to be mailed directly from the current school and is needed to complete the application. Emmanuel reserves the right to request a referral from students applying to kindergarten and grades one and two.
- Mail or drop off the completed application packet to the school. For your convenience, an envelope is enclosed. Our mailing address is:

Emmanuel Lutheran School
929 Ingleside Avenue
Baltimore, Maryland 21228
Attention: Admissions
- Once the application is complete, the school will contact you to schedule an interview with the principal. If you have any additional questions, please contact the school office.
- Finally, please tell your friends about Emmanuel. If they put your name as their referral and attend Emmanuel for the 2021-2022 school year, you will receive a \$400 tuition credit in January, 2022.

Thank you for giving this your prompt attention.

Serving Christ,
Brenda Young, Admissions Counselor