



APPLICATION & ADMISSIONS PROCEDURE CHECKLIST

We are a Christ-Centered Learning Community

Students are admitted to The Orlando Lutheran Academy upon completion of a two-part process:
APPLICATION PROCESS- See the chart below for the elements required to apply for enrollment. All elements must be completed before a decision will be made to accept or decline the application for enrollment.
ADMISSION PROCESS- Upon acceptance of application for enrollment see the chart below for the elements required for admission. All requirements must be completed before a student is considered admitted.

APPLICATION PROCESS

| Completed | Form Number | Description |
|-----------|-------------|---|
| | APP0910-AP | Application for Admission including non-refundable \$100 application fee. |
| | APP0910-AR | Administrative Recommendation Form |
| | APP0910-TR | Teacher Recommendation Form |
| | APP0910-PR | Pastor/Church Worker Recommendation Form |
| | N/A | Copy of transcript or most recent report card |
| | N/A | Copy of most recent standardized test scores |
| | N/A | Copy of educational program documentation: IEP, AIP, EP (if applicable) |
| | APP0910-EE | Complete entrance exam |
| | N/A | Family interview conducted |

NOTE: THE APPLICATION PROCESS LISTED ABOVE MUST BE COMPLETED BEFORE ACTION WILL BE TAKEN ON ANY APPLICATION FOR ENROLLMENT. FORMS TO COMPLETE THE ADMISSIONS PROCESS LISTED BELOW WILL BE GIVEN TO FAMILIES AFTER THEIR APPLICATION FOR ENROLLMENT HAS BEEN ACCEPTED.

ADMISSIONS PROCESS

| Completed | Form Number | Description |
|-----------|-------------|--|
| | FIN0910-EN | Registration Form including non-refundable \$625 registration fee. |
| | ADM0910-RL | Permission to Release Records Form |
| | ADM0910-HI | Student Health and Insurance Form |
| | ADM0910-CR | Class Request Form (High School Only) |
| | ADM0910-AC | Association Membership Confirmation Form |
| | N/A | Copy of birth certificate |
| | N/A | Copy of current immunization records |

The Orlando Lutheran Academy has been established to serve the young people of the Greater Orlando area. It admits students of any race, color, gender, 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, gender, national or ethnic origin in the administration of its educational policies, admission policies, student aid, and athletic and other school administered programs.