



International Student - Application Checklist

Please fill out and sign the following forms. Students may not receive admission to Grace Lutheran School (GLS) if the following forms have not been submitted.

○ **Application Form and Fee**

Grace Lutheran School tuition for the 2019/2020 school year is \$6,809 for grades three through eight. Also there is a registration and processing fee of \$500 for all students who are attending from other countries.

The cost for books is \$57. Additional small charges may be incurred during the school year for special off campus activities, i.e. field trips, as they occur.

Estimated cost for academic year:	
1. \$500	Registration and processing fee
2. \$100	Technology fee
3. \$6,809	Annual Tuition
4. <u>\$57</u>	Textbooks and workbooks
5. \$7,466	TOTAL
Note: There is a one-time charge of \$50.00 for a student's 'Chromebook'. The one-time Chromebook charge for all years applies to upper grade students if enrolled at GLS for the first time. The \$50.00 charge is in addition to the annual \$100 Technology Fee.	

Other payment schedules may be arranged by contacting:

Grace Lutheran School
Financial Administrator
2252 SE 92nd Avenue,
Portland, OR 97216 USA
Phone: 1-503-777-8628

○ **Recommendations**

Information from at least two school staff members will be used for admissions and placement decisions. Recommendations from an agent will be used to determine grade placement.

- **Transcript**

A transcript of your courses, credits, and grades from the past year is very important to our review process. Please request that a copy (In English) is sent with your application. The enclosed **Request for Release of School Records** may be used for this purpose. Parents must sign the form and submit it to the school.

Visa Transfer

Transfer students need to transfer visa status from your current school to GLS. Use the form **F-1 Student SEVIS Transfer Form**.

- **Liability Release**

GLS assumes no liability for loss, damage, or injury caused by students who participate in programs at our school. Parents must sign and return the **Liability Release and Consent Form** to GLS.

- **Temporary Guardianship**

Authority must be given to your child's temporary U.S. guardian. Parents should fill out and sign the form **Appointment of Temporary Guardian for Minor Children** and the information worksheet that will be given to your child's temporary guardian.

- **Medical Emergency**

Parents must fill out and sign the **Medical Emergency Authorization Form**. Proof of medical insurance must be recorded on the form. If your child has no medical insurance, you will be required to purchase insurance through a U.S. medical insurance company. This information will be provided upon request. The **Medical Consent/Release Form** must also be filled out and signed, authorizing GLS and/or guardians to act on your behalf in case of medical emergency.

Contact Information (other than payment information):

International Admissions

Grace Lutheran School School Phone: 1-503-777-8628
2252 SE 92nd Avenue
Portland, OR 97216

Mark Leitzke, Principal Cell Phone: 1-503-449-4192
mleitzke@grace-wels.net