



# Student Application Checklist

Trinity Lutheran School  
2550 NE Butler Market Road  
Bend, Oregon 97701  
541-382-1850

**Thank you for your interest in Trinity Lutheran School!**

**To begin the process of admissions we need the following:**

- Application
- Copy of student's birth certificate
- Copy of student's immunization record
- Copy of student's most recent report card and standardized test results
- Letter of recommendation (Full Day Kindergarten and above)
- \$50 application fee

**After the student's application has been accepted, the following must be received to secure a spot in the class:**

- Completed Automatic Withdrawal Form
- \$200 Registration fee

**Priority Admission Policy:**

Preschool - Kindergarten

- Re-enrolling active members of Trinity Lutheran Church
- Active members of Trinity Lutheran Church
- Re-enrolling non members
- Non member siblings
- New non members

1st Grade- High School

- Re-enrolling active members of Trinity Lutheran Church
- Re-enrolling non members
- Active members of Trinity Lutheran Church not previously enrolled
- Non member siblings
- New non members

\*Member status: Non members joining Trinity Lutheran Church will be given member enrollment status at the beginning of the next semester following their official date of membership.

**Maintenance of Waiting Lists:**

- Waiting lists will be maintained and prioritized according to priority policy.
- Transferring TLC members and new TLC members will be placed appropriately according to policy.

**Placement of all Students:**

- Students are assigned to classes by the administration.
- Students may be reassigned at any time by administration should it be warranted. Parents will be consulted regarding any decisions.